BOMBAY MUNICIPALITY

ADMINISTRATION REPORT

OF

MUNICIPAL CHIEF AUDITOR

FOR THE YEAR

1944-45.

Municipal Printing Press, Bombay.

MUNICIPAL CHIEF AUDITOR'S REPORT.

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Bombay, 26th September 1945.

FROM

R. C. MEHTA, Esq. F.S.A.A., R.A.,

MUNICIPAL CHIEF AUDITOR,

BOMBAY.

To

THE MUNICIPAL SECRETARY,

BOMBAY.

Sir,

In compliance with the provisions of Section 137 (3) of the Bombay Municipal Act, I have the honour to forward herewith my report on the accounts of the Bombay Corporation for the year 1944-45 for submission to the Standing Committee and the Corporation.

I have the honour to be,

Sir,

Your most obedient servant,

R. C. MEHTA,

Municipal Chief Auditor.

Report of the Municipal Chief Auditor on the Accounts of the Municipal Corporation for the City of Bombay for the Year 1944-45.

Prefatory Remarks.

In compliance with the provisions of Section 137(3) of the Bombay Municipal Amendment Act (Bombay Act No. II of 1938), the Municipal Chief Auditor submits herewith to the Standing Committee and the Corporation his audit report upon the Municipal Accounts for the year ending 31st March 1945, that is to say upon the accounts of the income and expenditure of the Corporation including those of the Improvement Schemes and the Schools Committee, their Capital Accounts, Accounts of the Sinking and Special Funds, Debts, Deposits and Advances and the Liabilities and Assets of the Corporation as deduced from balances recorded in their books.

The Municipal Chief Auditor, his Deputy and his staff have kept themselves busy continuously throughout the year test-auditing the accounts of the Corporation and the result has been embodied in this report.

This Audit report is divided into two parts (1) Report on the Municipal Accounts (Schedule I) and (2) Report on the Schools Committee's Accounts (Schedule II). Schedule I, Division A summarises in brief the several kinds of accounts maintained, describes the system of accounting in general followed by the Departments concerned and concludes with a brief statement of the method and nature of the audit test applied to the various sections of the accounts together with the Municipal Chief Auditor's general remarks on the result of that audit. Schedule I, Division B, contains statements of receipts and payments and the balances of Revenue and Capital accounts indicating the final position of the Revenue, Capital, Sinking and Special Funds of the Municipal Accounts (Proper), Improvement Schemes Accounts, Advances and Investments, loans contracted and cash and securities on account of various funds. Appendices A and B are attached to Schedule I showing the charges met from the Municipal Commissioner's discretional contingencies and balances of stores. Schedule II contains a detailed report on the Schools Committee's Funds and Accounts.

The Municipal Chief Auditor's general remarks on the result of the Audit of the Accounts may shortly be recapitulated as under:—

MUNICIPAL ACCOUNTS.
Expenditure.

With reference to the internal control of the Accounts from the Head Office over expenditure in respect of sanctions, grants, observance of rules and regulations for payments made etc., it will be seen from the summary of objections raised during the year, as given in the body of the main Audit Report, that in a majority of cases the Accounts Department has simply forwarded for the information of the Municipal Chief Auditor

the explanations given by the departments concerned, apparently without much scrutiny. From the explanations and information given in certain cases, it also appears that as usual the departments concerned try to justify the action taken by offering arguments instead of adopting the reasonable suggestions made by Audit in the interests of economy and clear accounting. The Municipal Chief Auditor has accordingly to repeat the suggestionmade last year that the control of the Accounts Department over incurrence of expenditure, adjustmnet of accounts and watching of budget grants in the departments should be more searching and strict, though not inconsiderate.

It also appears from the bills received in audit that submission of contractors' and other bills by the Departments to the Accounts Department takes an unduly long time which in some cases extends to several months. In addition, bills are often found going to and fro between the Accounts Department and the Departments for errors, omissions and corrections which puts off payments several months after the supplies are made or works done. This creates an undesirable impression that due to irregularity of payment the dealers have to lock up their capital unduly for a long time and it has the tendency of detering them from coming forward to compete for the Municipal works resulting in an unaccountable loss to Municipal Revenue. The routine should be so arranged as to ensure speedy and regular payments of the bills of private parties to gain their confidence.

Although the annual accounts signed by the Commissioner and the Chief Accountant were submitted to the Municipal Chief Auditor for final audit, in several cases the registers were not closed and totalled with the result that audit had to call upon the Chief Accountant's staff to do the needful afterwards. This state of affairs should not be carried on by the Accounts Departments in such an irresponsible way. In future the Chief Accountant will please see that all books are duly completed and balanced before submission to audit so that much of the time wasted by both the Departments may be saved and the annual audit report may not be unnecessarily delayed.

Budget and Accounts.

The Revenue Budget originally sanctioned was for Rs. 417.34 lakhs for Municipal Accounts and Rs. 101.74 lakhs for Improvement Schemes Account. The transfers and additions made in the Budget during the year were to the extent of Rs. 33.05 lakhs both in the Municipal and Improvement Schemes Accounts, there being 613 items of transfers and 126 items of additional grants. A number of these transfers and additions which practically alter all sanctioned allotments in the original budget relate to Establishment Grants also. These transfers of establishment grants are mainly due to the lax practice of omitting all charges for leave allowances, whilst calculating the budget provisions which presupposes supplementing of grants by transfers and additions during the course of the year. This practice does not lead to economy. Moreover, budget being a prospective chart of anticipated income and expenditure to be based upon as accurate estimates as possible should not be lightly trifled with later on at the sweet will of the Departments concerned who are bound to carry it out in all its possible details. It was accordingly suggested in the annual audit reports for the years 1941-42, 1942-43 and 1943-44 that every effort should be made to preassess as far as possible all such expenditure at the time of framing the original budget. It was also suggested that though it may not be possible to forecast beforehand the exact number and nature of the prospective acting appointments still the estimates can be based on expenditure on similar items incurred in foregoing years or as is done in Government Departments provision for leave reserves and acting appointments can be based on a ceratain fixed percentage of the total strength of the establishment. It appears that since writing this the Commissioner Mr. Mirchandani has written to the Standing Committee and the Corporation to give effect to this suggetion by adding 10 per cent. to the Establishment Grants in the Budgets.

Creation of New Posts, etc.—During the year under report proposals numbering about 45 for increase in staff due to increased work in the various Municipal Departments were sanctioned and the additional posts created thereunder were 226 (including conversion of about 51 temporary posts). Similarly proposals for increase in grades of the staff received from the various Departments and sanctioned were 16. This is apart from the monthly statements of temporary posts created by the Municipal Commissioner. Similarly in the case of Schools Committee, new posts for administrative sections created by the Committee during the year were 13 and the increased emoluments sanctioned by them were in 13 cases. This continuous flow of proposals from the Departments for increase in staff and remunerations, year in and year out has become as it were a regular routine in the Municipal Departments. It is suggested that the creation of additional permanent posts and revision of existing grades may as a rule be put off till the next budget, only temporary additions being made in the meantime in cases of real urgency. This will give ample time and afford ample material to the Standing Committee and the Corporation to consider fully the merits of such proposals in the light of the total finances and the relative requirements of the other Departments.

Moreover this method of supplementing the staff in a piecemeal and haphazard way without due adjustments and changes in the routines and methods of work results in making the Departments unwieldy and perpetuates the old method of carrying on the old routines, which in many cases have outgrown their usefulness and do not give adequate return for the money spent. There is plenty of scope for adjustments of routines to actual work in an economical, harmonious and smooth way. Under the circumstances it appears necessary to get the working of the Departments closely examined by an exprt officer who should scrap out unnecessary routines and adjust the staff according to the work involved and if necessary revise the grades of the staff and the officers primarily according to the responsibilities of the posts and next according to the work involved. It would have been adequate if this examination had been taken on hand prior to the examination of the grades of the staff and officers by the Special Officer appointed by the Corporation under their Resolution No. 32, dated the 19th April 1945.

(2) *Revised Estimates.*—Another suggestion made in the last annual report was that the Departments should not be allowed to spend in excess of the figures shown by them in the revised estimates without special permission of the Commissioner. The reason for this suggestion is obvious. Although the original budget is framed about six months before the beginning of the next budget year, the revised budget is prepared on the basis of actuals of the first eight months of the year and it is accordingly bound to be more accurate and therefore it should not be allowed to be varied without the special sanction of the Commissioner who would in that case be in a position to know the justification of the proposed variation. If these revised estimates do not give approximately correct figures and cannot be adhered to, as explained by the Chief Accountant, their preparation is a practical waste of time as they serve no useful purpose and even the closing balances shown as opening balances in the next year's budgets which are based on these estimates cannot be said to be approximately correct.

(3) *Accounting.*—Attention has been repeatedly drawn in all the previous Audit Reports, beginning from 1938-39 to the urgent necessity of the present system of Account-Keeping being overhauled and brought upto the present day requirements. The system was designed years ago, since when the finances of the

Municipality have considerably expanded and the accounts have become more complicated and as a consequence its continuance with the changes here and there in an haphazard way has the tendency of diminishing the efficiency, accuracy and speed in the accounts and the control over the expenditure. In the circumstances the matter requires to be promptly looked into in the interest of ceconomy, simplification and expeditious disposal of work that is daily growing in volume and in complexity.

(4) *Accounts Code.*—There is also no Accounts Code laying down the rules and regulations for a proper, clear and scientific accounting. Necessity for such a code can not be overemphasised for such a vast organization like the Bombay Municipal Corporation....Attention has been drawn in the Municipal Chief Auditor's previous Reports to this defect but no steps have so far been taken to remedy it.

Stores Purchase.

Articles of usual annual requirements are scheduled and contracted for by the Controller of Stores. The Engineering Department also prepares a petty works schedule for which separate contracts are entered into by that department. It has been observed that many of the items appear in the schedules of the Controller of Stores as well as of the Engineering Department at varying rates. The Controller of Stores only being the authorised agent of the Corporation to purchase and supply all articles of usual requirements to the Municipal Departments, the Engineering Department should not enter into separate contracts for its requirements.

In order to have a proper check and control over the accounts of cash, stores and materials and to facilitate tracing of responsibility in cases of defaults, the Commissioner was requested four years ago to fix the duties and responsibilities of the various classes of Municipal Officers and servants of all the Departments in respect of these matters and he has given orders accordingly to the Departments concerned to fix the duties and submit to him statements thereof. However, the Municipal Chief Auditor has not yet received any such statement.

Re:—*Rs. 476 lakhs C.I.T. Loan.*

The interest payable to Government on the different portions of the advance of Rs. 476 lakhs taken from them by the late Improvement Trust by issue of 4½ per cent. debentures of equivalent amount as security ranges from 4¾ per cent. to 5½ per cent. The amount of the advance is being repaid by annual instalments fixed up to 31st March 1956. It was, therefore, suggested to the Commissioner that it was worthwhile requesting Government to receive early re-payment of the whole balance of the advance when Government were borrowing on a large scale for war purposes.

The suggestion, however, was not adopted as according to the Commissioner he could not approach the Government as there was an agreement to repay it by 1956. The Municipal Chief Auditor however, believes that this suggestion is worth trying for even now.

If Government agree to consider the request of the Municipality favourably, the repayment can be easily financed by raising a loan at a cheap rate of interest of about 3 per cent. and the saving accruing to the Municipal Fund would in that case be more than Rs. 12 lakhs as pointed out in the last year's Audit Report.

Administration of Rules and Regulations.

(1) *Acceptance of private work by a Statutory Officer.*—The City Engineer, Mr. Modak, had undertaken private works and accepted remuneration therefor. On a question arising as to whether it was legally permissible for the staturory officers to undertake private works and to receive remunerations, the Commissioner was requested to obtain opinion of the Municipal Solicitors. The Solicitors opined that the acceptance of outside work and the remuneration therefor was irregular. The Municipal Commissioner has therefore been requested to regularise this matter by granting Mr. Modak leave and adjusting the salary and allowances in conformity with the service rules in that behalf for the period he was not on Municipal duty while attending to private works.

(2) *Extension of service to the City Engineer.*—In 1943 Mr. Modak applied for leave preparatory to retirement from July 5th, 1943 to July 9th, 1945. However, by Corporation Resolution No. 3344, dated the 19th July 1943, leave was refused and he was given an assurance of re-appointment for a further period of 5 years on the expiry of his term on 9th July 1945 and his re-appointment for five years has been made from that date, *i.e.*, about five months before he reached the age of superannuation (*vide* Corporation Resolution No. 212, dated the 3rd July 1945). This practically means an extension of his service for four years and seven months and contravenes the provisions of Regulation 67 of the Municipal Service Regulations under which every Municipal Officer has to retire at the age of 55 years.

It is true that under Section 74(1) of the Municipal Act the appointment of the City Engineer can be made for a term of five years, and that as opined by the Solicitors Messrs. Crawford, Bayley and Company, in the case of extensions of service of the Executive Health Officer, Dr. Mhatre, under Regulation 3 of the Municipal Service Regulations, an appointment made under a specific contract for a specified period which is enforceable at law necessarily overrides the conflicting provisions contained in the Regulations. Still the better way to retain the services of Mr. Modak after the age of 55 would appear to be to make him retire on 9th July 1945 and then to enter into a special contract with him for a specified period as desired with effect from the next day or from any other day subsequent thereto, provided the Corporation was of opinion that his services could not be replaced by an equally or more efficient younger man to find whom an attempt should have been made by public advertisement and selection.

Liabilities and Assets.

The property and assets under Loan Funds as shown at the original cost in Appendix No. 8 are being replaced from time to time or disposed of as surplus Municipal land for which credit goes to Revenue at present but they are shown at the original cost plus the new cost without deducting the value for those assets which have been scrapped or disposed of and are no longer in existence.

In the schedule of assets also are included donations or grants-in-aid given to institutions not belonging to the Municipality and therefore it cannot be said that the Municipality is holding assets to this extent. Such items may be shown in the Balance Sheet under a separate head.

Municipal Properties.

The Municipal properties were valued in the year 1883-84 at a figure of about 65 lakhs of which properties of the value of Rs. 19,62,164-4-1 only were on the books and those for Rs. 45,37,835-11-11 were shown as unbooked, for the last 60 years, All additional expenditure since incurred was added thereto irrespective of the existence or otherwise of the assets. A suggestion was made in the last year's Audit Report that the Municipal Accounts and Balance Sheet should not represent a position materially different from the actual. And accordingly under the Standing Committee Resolution No. 1647, dated the 17th January 1945 and the Corporation Resolution No. 1023, dated the 8th February 1945 the figure of unbooked property has been omitted from the Capital Account of the Balance Sheet this year. It was also pointed out very often and especially

in the last year's Audit Report that a revaluation of the properties on hand with the several Municipal Departments was necessary. Following this suggestion after years of insistence by the Corporation an inventory of Municipal properties in and outside the City, excepting the properties in charge of the Estate Agent and Land Manager's Department, has been submitted by the Commissioner to the Corporation. The Commissioner has promised further report on properties in charge of the Estate Agent and Land Manager's Department after the statements showing the financial results of Ex-Trust and Municipal Land Development Schemes undertaken by the Corporation during the last 25 years (*vide* Corporation Resolution No. 1074 of 19-2-1942) are completed. The properties shown in the inventory are found taken on a register opened in the City Engineer's Department but—

(1) the accuracy of the properties shown in the register has not been subjected to any scrutiny or verification by the Test Audit Officer, and

(2) all the columns in respect of each entry are not duly filled up and the uses to which the properties are put, *i.e.*, whether let or used by the Municipality for specified purposes are not shown, and

(3) the items and values shown therein have no basis for comparison with the amount of assets shown in the Balance Sheet.

Plant and Machinery.

No statements of plant and machinery for the year ending 31-3-1945 duly verified by the Chief Accountant have been submitted for audit along with the accounts for the year and therefore the figure on account of machinery shown as an asset in the Balance Sheet cannot be vouchsafed without certificates of existence of the plant and machinery.

The desirability of bringing all plant and machinery from whatever source purchased on the records after due verification by the Chief Accountant though pointed out often has not yet reached a satisfactory stage of completion.

Income.

(1) *Miscellaneous Departments.*—Attention is invited to the remarks made in the last year's Audit Report under this head, regarding the revenues of the Corporation, about lack of co-ordination of the departmental accounts with those kept by the Chief Accountant, and want of the internal check of the Accounts Department over the departmental accounts required as a safeguard against possible omissions and irregularities in the accounts, inspite of revision of the forms of registers of the Miscellaneous Departments from 1-4-1939 and the strengthening of the staff of the Chief Accountant's Office which was found slow to adopt itself to the new system of balancing and closing of departmental books and about the necessity of certifying the accounts quarterly by means of returns. Although the Commissioner by means of circulars and warnings last year tried his best to improve the situation and succeeded to a certain extent, this improvement that was maintained last year has not been maintained this year, as will be seen from the position of returns for the year 1944-45 mentioned elsehwere in this report which shows that most of the Departments are found in arrears for a quarter or two while no return has yet been received from the Superintendent of Markets, Legal Assistant, Mechanical Engineer, Assistant Health Officers, A and B Wards, E Ward, and Supervisor of Conservancy.

It is also observed that unduly long time is taken by the Accounts Department in verifying and submitting to Audit the returns which are sent by the Departments after good deal of delay. Moreover it is observed that the work of checking the Registers in the Departments by the Chief Accountant's staff is either incomplete or entirely omitted in some cases. Instances of such omissions or neglect by the internal audit staff were brought to the notice of the Municipal Commissioner.

In the circumstances the accounts of the Miscellaneous Revenue shown in—Appendix 3 of the Chief Accountant's accounts lack the requirement of yearly reconciliation with the Demand Registers of the Departments as on 31-3-1945.

It is hoped that the Departments in collaboration with the Chief Accountant will see their way to make up for the past arrears of writing and of checking the registers and will arrange to submit all returns to audit not later than six weeks after the close of each quarter.

(2) *Assessment and Collection Department.*—As regards the Assessment Department, long delay occurring in taking legal action in respect of taxes left unrecovered after service of demand notices or execution of warrants proved a sort of encouragement to the habitual defaulters, who did not take serious notice of the municipal demand, knowing well the municipal practice which took years before a suit was filed and who accordingly adopted a variety of delaying tactics. To end this state of affairs, it was suggested in my previous reprts that a time limit should be set, after the service of notices or of execution of warrants, af er which the bills left unrecovered should be taken out of the hands of the bill collectors and put into the hands of the Legal Assistant for demanding payments so that even if the Court actions were required to be taken for non-payment afterwards, the cases may not get complicated by the properties changing hands or for any other reasons. Acting on this suggestion the Commissioner has taken steps to increase the staff of the Legal Assistant's Department for conducting cases of rates and taxes. As a result, during the year under report, it appears that the Assessor and Collector obtained sanction of the Standing Committee in a lot of about 100 cases of bills outstanding for the year 1943-44 or previous years immediately after the close of the year and put all the cases of unpaid bills into the hands of the Legal Assistant who issued notices threatening the parties with immediate court action on their failure to pay up the bills. At the time of writing this report, out of these 100 cases, in 66 cases bills have been paid, 7 cases are pending with the Department in the expectation of receiving payments, in 12 cases suits have been filed and 15 cases are pending for legal action. However amongst the bills outstanding on 31st March 1945 about 1,400 bills were found enfaced for part-payment of water or other taxes and some of these were even enfaced for part-payments more than once.

The figures of collections in the Assessment bill books and reconciled by the Chief Accountant with his books are not received by Audit and accordingly the figures of receipts from taxes shown in Appendix No. 3 of the Chief Accountant's Report lack the requirement of yearly reconciliation with the demand registers (bill books) of the Department as on 31st March 1945. Attention is invited to the danger of allowing the accounts to remain open and without annual reconciliation (on which alone the accuracy of the year's working can be tested and on which rests the safety of non-interference in future with the accounts of such a vast organization as the Bombay Municipal Corporation) emphasized in the last year's Audit Report. The Commissioner appears to have directed the Chief Accountant to carry out the above requirement of closing the annual accounts after due reconciliation promptly (*vide* Municipal Commissioner's letter No. C. 5997, dated the 3rd October 1944 and Standing Committee Resolution No. 986, dated the 20th October 1944) still the Chief Accountant and the Assessor and Collector have not submitted for audit a reconciled set of accounts for the year 1944-45 before the accounts could be closed and accordingly the audit is unable to vouchsafe the accuracy of the books in this respect.

(3) *Estate Agent's Department.*—In the case of the Estate Agent's Department, regular month to month recoveries of rents, watching of vacancies and quick action in filing suits, execution of decrees, etc., are the main points to be looked into for proper collection of revenue. As will be seen from the past reports, audit has been making persistent efforts, since the year 1938-39 to check the tendency of allowing the arrears to accumulate by issue of audit notes; *i.e.*, calling for explanations for delays in taking action against defaulters in the initial stages for the large amounts of arrears against some individual tenants in respect of vacated tenancies. These arrears of vacated tenancies do not yet seem to receive as much attention of the departmental staff as they ought to, although some control has been brought over the current cases. The Deputy Municipal Commissioner (Improvements) has also been strenuously pressing the departmental officers and staff by circulars, instructions and warnings, wherever necessary, to attend to and avoid recurrence of the cases pointed out by audit and as a result, some improvement has been noticed in that respect.

The reconciliation of figures of collections as shown in the Demand registers of the Estate Agent's Department with those of the Chief Accountant's registers for the year ending 1944-45 has not been received duly verified by the Chief Accountant and therefore the figures shown in Appendix No. 23 of the Chief Accountant's Abstract of Accounts also lack the requirements of reconciliation and agreement with the revenue registers of the Estate Agent.

Since the year 1938-39 the Chief Accountant and the Municipal Departments have not submitted to the Municipal Chief Auditor reconciled annual accounts of the demand, collection and arrears and hence Audit has not been able to verify their accuracy.

Arrears of Rates and Taxes.—The gross demand and outstandings in respect of the property taxes and tax on vehicles and animals were Rs. 371.63 lakhs and Rs. 34.95 lakhs, the percentage of gross outstandings to the demand being 9 and 17.37, respectively. The Assessor and Collector has worked out the figures of demand at Rs.261.33 lakhs and outstanding at Rs. 10.67 lakhs from private parties (excluding mills), showing the percentage of outstandings to demand at 4.08. The figure of outstandings of Rs. 10.67 lakhs does not include sums of Rs. 1.53 lakhs and .22 lakh involved in suits filed and to be filed and the claims payable by the Court Receiver and the Official Assignee, Rs. 3.84 lakhs disputed by the Royal Western India Turf Club in respect of the Race Course and Rs. 10.71 lakhs for amended bills issued in March 1945.

Arrears of rent.—The percentages of arrears to demand in respect of permanent and temporary lettings of ex-Trust properties were 9.66 and 19.02 respectively. The write-off in connection with the temporary revenue was Rs. .48 lakh against the gross demand of Rs. 33.34 lakhs.

Permanent Revenue.—The arrears of the tenants for three quarters and over, which were Rs. 5.44 lakhs on 31-3-1942, Rs. 4.26 lakhs on 31-3-1943 and Rs. 3.37 lakhs on 31-3-1944 were Rs. 3,53 lakhs at the end of the year under report.

Temporary Revenue.—Vigorous efforts are still needed to reduce the past accumulated arrears by execution of decrees whenever they are obtained by tracing out the parties in arrears.

SCHOOLS COMMITTEE'S ACCOUNTS.

(1) The irregularities in the Committee's Accounts are of the following kinds:—

(1) Clerical errors of omission and commission,
(2) Technical breaches of rules and regulations,
(3) Measures involving waste or non-observance of propriety in expenditure and consequent waste.

With reference to items 1 and 2 it may be observed that various kinds of clerical errors and irregularities pointed out in the summary of audit notes in the body of this report are due to slack control in the accounts section of the Schools Committee's Office where necessary exactitude in work and corrective measures for neglects or defaults in proper accounting work are inadequate. It also appears from the numerous questions of accounts coming before audit that the superintending staff of the various sections of the Schools Committee's Office do not realise their responsibility for the quick and strict compliance of rules, regulations and procedure affecting salaries, allowances, appointments, submission of leave questions and their extensions, pay-bills, purchase of stores and articles etc. Due to the persistent efforts made by Audit by issue of audit notes and instructions and occasional reports made to the Standing Committee, the irregularities of the nature described above are being brought under some control but the third one which affects economy in expenditure or prevention of waste needs greater care and control.

(2) *Budget.*—The budget of the Schools Committee is also not being prepared and presented in the manner to facilitate control over details of expenditure like salaries, allowances and such other items according to the usual budget methods. It is also not on the standard adopted and followed by all other sister departments. Although suggestions for the standardisation of the budget and preparation of the Establishment Schedule on the lines adopted by the Commissioner are being continually made in the Audit Reports every year nothing has been done uptill now.

(3) *Cost of Primary Education.*—The cost of Primary Education in the City which was Rs. 39,69 lakhs in 1939-40 increased to Rs. 55.85 in 1944-45 and the budgeted expenditure for the year 1945-46 is Rs. 61.92. These figures are exclusive of expenditure for supply of milk to undernourished children but include the expenditure on the Schools Clinics and the expenditure out of the receipts of the Schools Committee. The cost per pupil in 1939-40 was Rs. 35.69 which has reached a figure of Rs. 47.07 in 1944-45. This apparently extraordinary rise in expenditure during the last five years may be attributed to the following measures, *viz.*, (1) lowering down of the limit of pupils per teacher from 60 to 40 due to abolition of the shift system in the infant classes, (2) opening of additional central schools, (3) appointments of more special teachers, (4) abolition of the percentage of trained teachers for the purpose of granting trained teachers salaries and increasing the staff of trained teachers, (5) opening of training classes of teachers on a large scale with the ultimate aim of having cent per cent trained teachers in the Committee's service, (6) giving trained teachers grades retrospectively with adjustment of salaries from the beginning of their service without their having rendered effective service as trained teachers during the period, (7) bringing of the greater number of children to schools under the compulsory education drive, and (8) payment of dearness allowances.

This extra expenditure being on the objects for improvement of education it cannot be grudged but the examination of the accounts shows the following items of expenditure of an avoidable nature:—

(1) In the calculation of the ratio of one teacher to 40 pupils (*a*) the special teachers who take the classes in their special subjects during the school hours and (*b*) the teachers who conduct the infant and first standard classes for three hours daily under the dual sessions system and conduct the other classes for the remaining hours are not taken into account (for the hours put in the other classes) and hence the teachers engaged are in excess of the proportion approved by the Corporation.

(2) Special teachers who have to move about from school to school for teaching special subjects are not allotted schools in one zone only so as to save time and conveyance allowances payable to them. If a co-ordinated policy of allotting special teachers to particular schools in particular parts of Bombay with due regard to their location is adopted it would save a good deal of the time and number of such teachers and also the conveyance allowances.

(3) The policy of giving trained teachers grades retrospectively with adjustment of salaries from the beginning of their service (from the day of their acquiring the necessary qualifications) without their having rendered effective service as trained teachers during that period may be considered too liberal.

(4) Abolition of the system of applying cuts to grants-in-aid to aided schools.

These items involve extra cost on account of (*a*) teachers in excess of the fixed ratio, (*b*) additional salaries on account of adjustment of salaries to trained teachers and consequent extra provident fund contributions thereon. Although the introduction of new measures for improvement may be desirable, it should not be made regardless of reasonable economic principle

(4) *Scope of "Primary Education" and activities other than "Primary Education".*—The Corporation by their Resolution No. 641, dated the 7th October 1943 adopted the opinion of the Conunsel Mr. B. J. Desai, regarding the scope of "Primary Education," which in his opinion was limited to certain primary vernacular standards only. This gave rise to the question whether the Schools Committee were competent to incur expenditure on items other than those covered by the term "Primary Education" as interpreted by the Counsel. The Corporation, therefore, under their Resolution No. 901, dated the 13th January 1944, authorised the Commissioner to continue to make payment of the monthly contribution to the Schools Committee on the existing basis pending examination by the said Committee of the cases in which expenditure was being incurred in contravention of the legal opinion of Counsel, Mr. B. J. Desai and discontinuance by them of such expenditure, and the Standing Committee under their Resolution No. 1718, dated the 16th February 1944, intimated the Municipal Chief Auditor with reference to his letter No. M.C.A. 416/II of 17-1-1944 that the expenditure may be permitted in audit pending disposal by the Corporation of the report asked for by them from the Schools Committee under the aforesaid Corporation Resolution. The matter is lying before the Schools Committee for the last 1½ years and it is desirable that this question may be decided finally by the Corporation at an early date.

(5) Verification of Stock:— In compliance with the Corporation Resolution No. 259 of 28-6-1943 the Schools Committee reported to the Corporation that the various defects and irregularities in the Accounts of the stock of materials, furniture, etc., reported by the Test Audit Officer would be set right and suggestions made by him would be carried out. Nothing however, has since been done to put the stock verification work on a systematic basis although nearly 2 years have since expired.

Financial Position of the Corporation.

The position of the Revenue Accounts and the balances of the different accounts of the Municipal General Fund can be seen from the following brief summary of each of the several accounts (in which the figures given are in lakhs of rupees).

The actual income realised on Revenue Account (Municipal proper) was Rs. 429.78 as detailed in the margin against the Budget Estimate of Rs. 393.76, Revised Estimate of Rs. 416.48 and previous year's actuals Rs. 403.99. The realisation was thus better by Rs. 36.02 as compared with the original Budget Estimate and more by Rs. 25.79 as compared with the actuals of the previous year.

Actual revenue realised from the following Important sources:—

	Rs.
1. General Tax ...	159.45
2. Water Tax ...	110.26
3. Halalkhore Tax ...	43.03
4. Fire Tax ...	7.24
5. Wheel Tax ...	17.58
6. Licences for trades, land conveyance and music ...	2.62
7. Town Duties ...	19.40
8. Return from property and miscellaneous ...	70.20
Total ...	429.78

Similarly, the actual expenditure charged to revenue was Rs. 412.95 as shown in details in the margin as against the Budget Estimate of Rs. 417.34 and previous year's actuals of Rs. 390·96. It thus resulted less by Rs. 4.39 than the budgeted amount and exceeded the previous year's actuals by Rs. 21.99. The year's working left a Surplus of Rs. 16.83 as against the budgeted deficit of Rs. 23.58.

Actual expenditure charged to Revenue under the following important heads:—

	Rs.
1. General Superintendence ...	5.80
2. Assessment and Collection ...	7.89
3. Fire Brigade ...	3.48
4. Public Works (Engineering) ...	69.55
5. Public Health ...	35.56
6. Plague Expenses ...	0.94
7. Education ...	53.86
8. Medical Relief ...	24.14
9. Public Gardens ...	2.33
10. General Stores ...	0.83
11. Pensions, Gratuities and Provident Fund ...	13.58
12. Contribution to Improvement Schemes ...	27.27
13. Miscellaneous ...	7.53
14. Debt ...	124.89
15. Measures for Civil Defence ...	0.70
16. Grain Compensation ...	34.60
Total ...	412.95

The Revenue Fund at the end of the year stood at Rs. 105.26 and after deducting the amount of Rs. 36.19 used in the purchase of stores, plant and machinery and miscellaneous advances the free balance of Revenue Fund at the end of the year was Rs. 69.08. This balance at the beginning of the year was Rs. 64.01 and it stood at Rs. 69.08 at the close of the year showing an increase of Rs. 5.07. A reference to the statement of Assets and Liabilities of the Revenue Fund will show that the actual amount of cash and securities held in the Revenue Fund Account was Rs. 232.59 (inclusive of Rs. 106.34 of Depositors' Account).

The actual income in the Improvement Schemes Account amounted to Rs. 102.00 as detailed in the margin as against the Budget Estimate of Rs. 95.40, the Revised Estimate of Rs. 99.63 and the previous year's actuals of Rs. 95.45. The realisation was thus more by Rs. 6.60 as compared with the original Budget Estimate and by Rs. 6.55 as compared with the actuals of the previous year.

Actual income of Improvement Schemes Account realised from the following main sources :—

		Rs.
1.	Rent and other proceeds of properties ...	60.05
2.	Contribution from Municipal Corporation ...	27.27
3.	Receipts on account of tobacco duty ...	10.00
4.	Interest and profits on investments ...	4.40
5.	Miscellaneous Receipts ...	.28
	Total ...	102.00

The actual expenditure was Rs. 99.52 as shown in the margin as against Budget Estimate of Rs. 101.74, Revised Estimate of Rs. 104.73 and previous year's actuals of Rs. 97.95. It was thus less by Rs. 2.22 than the original estimate and was more by Rs. 1.57 than the actuals of the previous year. This gave a surplus of Rs. 2.48 at the end of the year which was transferred to Capital Account. In addition there is a liability of Rs. 5.10 on account of outstanding charges.

Total expenditure charged to Improvement Schemes General Account under the following important heads :—

		Rs.
A.—Maintenance of properties and Streets ...		21.39
B.—Cost of Management and Establishment ...	9.79	
C.—Proportionate cost on account of Municipal Supervision ...	0.89	
	10.68	
Less—Charged to General Account and Capital Account ...	10.68	
D.—Debt Charges		78.13
Total ..		99.52

The School Fund Account started with an opening balance of Rs. .20. The income amounted to Rs. 53.10 as detailed in the margin against which the actual expenditure booked during the year came to Rs. 53.10 leaving a balance of Rs. .20 on 31st March 1945. It might be mentioned here that the expenditure of Rs. 53.10 is exclusive of other payments made directly out of the Municipal General Fund on account of Debt Charges, New Works, Secretary's Office and Aided Institutions, and Medical Inspection and supply of Milk to undernourished Needy Children attending Municipal Schools Adding this, the total expenditure on the Primary Education of the City works out to Rs. 56.73. Against this the amount of contribution received from Government during the year was Rs. 9.66.

Income—	Rs.
Contribution from Municipal General Fund ...	52.71
Fees ...	0.28
Interest on investments of Trust and other funds	0.06
Miscellaneous ...	0.05
Total ...	53.10

Expenditure—	Rs.
Administration of Municipal Schools ...	50.16
Repairs to Municipal School Buildings ...	0.12
Grant-in-aid to Schools ...	2.82
Total ...	53.10

The Capital Account (Municipal) started with an opening balance of Rs. 9.27. Additional funds made available during the year were Rs. 16.28 by raising new loans to the extent of Rs. 15.00 and by taking an advance of Rs. 1.28 from the Municipal Special Funds. The actual expenditure booked was Rs. 15.65 against the Revised Estimate of Rs. 46.83 leaving an unspent balance of Rs. 7.61. The actuals fell short of the Revised Estimates by 66 per cent. This shows a large disparity between the estimated and actual expenditure. This was mainly due to certain works having not been carried out to the extent estimated in the Budget.

Similarly, the Capital Account (Improvements) started with an opening balance of Rs. 118.08. Receipts during the year amounted to Rs. 38.59. Against this, the actual expenditure was (Rs. 4.23 on schemes, Rs. 21.84 for repayment of loans) Rs. 26.07. The balance left in the Capital Funds at the end of the year was thus Rs. 130.60.

The balances of the Special Funds (including Employees' Provident Fund) on 1st April 1944 were Rs. 368.23. Credits during the year amounted to Rs. 35.11. The debits booked during the year amounted to Rs. 17.31, leaving a total amount of Rs. 386.03 in the Funds out of which Rs. 325.18 were invested in cash and securities and Rs. 60.85 consisted of outstanding advances granted for Capital Works and other purposes mentioned in the report. Net accretions of the Special Funds during the year were Rs. 17.80.

The balances of the Sinking Funds, Municipal and Improvement Schemes Accounts, amounted to Rs. 365.29 and Rs. 348·66 respectively at the book value of securities.

There was a net decrease in the loan liabilities under the Municipal Account and the Improvements Account during the year by Rs. 27.69 and Rs. 29.15 respectively. Excluding the balances and liabilities of the Special Funds which have been shown in details in the body of the report and which are covered by recoverable advances and by liquid assets in the form of earmarked cash and securities, the gross liabilities of the Corporation for loans and advances for Capital Works amounted to Rs. 1,379.18 for Municipal Account (Proper) and Rs. 1,583.66 for Improvements Account, total Rs. 2,962.84. Against this, the Sinking Fund accumulations at the book value of securities amounted to Rs. 365.29 in the Municipal Account and Rs. 348.66 in the Improvements Account, total Rs. 713.95. The percentages of debt charges on total expenditure of the Municipal Account and the Improvement Schemes account are 30.24 and 78.50, respectively.

The total balances of all the funds forming part of the Municipal General Fund on 31st March 1945 held in Office Treasury, Banks and Public Securities amounted to Rs. 14,10,83,227—0—3.

It will be seen from the income and expenditure that the financial position of the Corporation for the year under review was quite sound. Inspite of the additional expenditure to the extent of Rs. 21.99 lakhs over that of the previous year, the year's working left a satisfactory srurplus of Rs. 16.82 lakhs. Which is mainly due to the City's present war time industrial activities and may not be maintained after the return of peace.

However, now with the termination of war, problems of great magnitude await solutions at the hands of the Corporation. The population of the City is fast expanding. There has been an increase of 27 per cent. in the population between 1931 and 1941. According to the Census of 1941 it was 15 lakhs and according to the Rationing Authorities in 1944 it was 21 lakhs. The average density is also correspondingly increasing and the problems of finding adequate and decent housing accommodation, expansion of water supply which has also reached an acute stage and drainage arrangements are the most pressing among many others like expansions of roads, hospitals, fire services, etc. The question of taking over the Bombay Electric Supply and Tramways Company, Limited, whose license expires in 1947 is also pending before them. Moreover, the "Greater Bombay Scheme" for which a Committee of experts has been appointed by the Government of Bombay, may materialize in extending the City limits covering an area of several miles north far off into the suburbs. All this means embarking on a new era of constructing large scale capital works requiring large capital sums, which will make abrupt and heavy calls on the Corporation's revenue in the shape of debt and maintenance charges and will tax a great deal the financial acumen of all concerned in adjusting and preserving the equilibrium of revenue and expenditure in the very near future. It is, therefore, necessary to take immediately on hand the consideration, of the measures necessary for increasing the sources of revenue.

Concluding Observations.

It may be observed that the staff attached to this Department for test audit of the accounts of the Corporation in the Chief Accountant's Office in the executive Departments and in the office of the Schools Committee since its inception in the year 1938-39 is far less than the minimum required for carrying out percentage audit on the basis of established audit practice followed by audit departments of other public bodies like railways and the Government as could be seen from the Municipal Chief Auditor's Report on Percentage Audit underlying Corporation Resolution No. 373, dated the 5th August 1943. Besides the volume of work has been steadily increasing since then as could be seen from number of proposals of the Commissioner for increases in the staff of various Departments including that of the Accounts Department sanctioned by the Standing Committee and the Corporation. Moreover, the qualified persons recruited in this Department from time to time found no attraction to stick to their posts on the sanctioned scales as there were small chances of promotions in the future. They joined this Department merely as a stepping stone in service and left it for better prospects in Government Departments or Commercial Firms soon after. As fresh recruits were also difficult to obtain the different Audit Sections had to carry on without substitutes in cases of the employees going on leave. To remedy all this, proposals for revision of grades of this Department were submitted to the Standing Committee on 10-2-1944 which were sanctioned after a long time of about twelve months with modifications under their resolution No. 1708, dated the 31st January 1945. The grades so sanctioned with modifications have also failed to improve the situation and the qualified men who are called for interview are generally reluctant to take up the appointments on the scales of pay offered by the Department. The question of supplementing the staff for increased work has also been kept in abeyance so long on account of this difficulty of filling up the posts. Due to these reasons, the staff was very hard pressed throughout the year under report to cope up with the work of examining the accounts of the various Departments. It has accordingly not been possible to bring audit to the necessary safe percentage level as reported in the Municipal Chief Auditor's letter No. M.C.A. 1517, dated the 25th November 1940, underlying the Corporation Resolution No. 373, dated the 5th August 1943.

At present the test audit of accounts in the executive Departments is extended to the transactions of income only. As regards expenditure the staff provided is for test check of the books and vouchers in the Chief Accountant's Office only. But it is now desirable to extend the expenditure audit to the initial records and papers on the spot in the executive Departments, also in order to establish due control over extravagance or waste and secure economy. For this the creation of an Outside Expenditure Audit Branch in the Audit Department similar to that of the Government appears necessary. Detailed proposals in this connection are being considered by the Municipal Chief Auditor and will be put before the Standing Committee and the Corporation in due course though here too the main difficulty will be of recruitment unless the scales and chances of promotions are improved to attract qualified persons to join this Department.

Lastly, it may be again observed that the suggestions and observations in this Audit Report have been made by the Municipal Chief Auditor in his own lights, fully realising the following remarks of the eminent Accountant and Auditor, Mr. F. R. M. DePaula in his letter in the "Accountant" dated the 31st October 1942

> "The profession has no compelling powers, whatever its convictions may be, to enforce and carry them into effect, but it has opportunities of suggestions and persuasion which, the public may be assured, are exercised to the full. Generally speaking progressive directorates have not been slow to take advantage of the advice thus tendered. Nevertheless, the hard and inescapable fact is that, subject to the narrow limits of the statutory minima, the powers of an auditor in the matter of the presentation of accounts are persuasive only, and in case of boards which may be timid of innovation or overborne by the weight of tradition he is almost powerless. Under present conditions it is clearly incorrect to charge the profession with responsibility for admitted imperfections which are not of its own seeking."

MUNICIPAL OFFICES,
BOMBAY, *26th September 1945.*

R. C. MEHTA,
Municipal Chief Auditor.

SCHEDULE I.

Report on the Municipal Accounts including Improvement Schemes Account.

DIVISION A.

Explanatory.

Main divisions of Accounts :—

There are three main divisions of Municipal Accounts :—

I.—Municipal Accounts (Proper).

II.—Improvement Schemes Accounts.

III.—School Fund Accounts.

Accounts of the receipts and expenditure of the Corporation which are known as Municipal Accounts (Proper) may be sub-divided into :—

A.—Revenue Account.

A1.—Suspense Account.

B.—Capital Account.

Revenue Account deals with receipts from taxation and other sources of revenue and expenditure therefrom, the net result of which represents the revenue surplus or deficit for the year. Capital Account deals with expenditure met usually from borrowed funds, such expenditure being incurred with the object of carrying out permanent works for services to the City. Suspense Account comprises debts, deposits, advances, sinking and other special funds and their investments, etc., pending final adjustments or payments.

Accounts of all the property vested or vesting in the Corporation and of all receipts and expenditure of the Corporation on account of the Improvement Schemes, which have to be kept under a separate head in the Municipal Account under Section 123A of the Municipal Act are known as the Improvement Schemes Accounts, and they are divided into :—

(*i*) General Account.

(*ii*) Capital Account.

The General Account comprises receipts of rents from properties and other sources of revenue from Improvement Schemes, and expenditure therefrom, the net result of which represents the Revenue Surplus or Deficit for the year, such surplus or deficit being transferred to the Capital Account. Capital Account includes expenditure incurred in extending the Improvement Schemes and cost of making good revenue deficits, advancing loans, etc., under the Act.

The contributions made out of the Municipal Fund to the Schools Committee under Section 39 of the Municipal Act are debited under the head of Primary Education in the Municipal Revenue Accounts. But the Schools Committee keeps separate accounts of these receipts and of all other income, such as fees and other sources and of expenditure therefrom and they are known as the School Fund Accounts.

Sections and Heads of Accounts.

Within each of the above divisions the transactions are grouped into sections which are further sub-divided into certain sub-heads of accounts arranged and designated according to administrative convenience and services, as shown in the abstracts of Accounts of the Corporation published in the Bombay Government Gazette from week to week.

THE ACCOUNTING SYSTEM.

(*a*) GENERAL.

(*i*) *Transactions.*

The transactions of income, expenditure, deposits, advances, etc., originate in the executive departments concerned where primary records are maintained. The entries in the books of the Accounts Department are those of actual cash received and payments made. In addition to this, the Accounts Department maintains primary records in connection with various funds and their investments and loan transactions. The investments of surplus Municipal Funds are made in public securities as defined in Section 3(0) of the Act or in deposits (fixed or current) with the local banks selected by the Standing Committee with the approval of the Corporation under Section 122 of the Act. With the exception of two loans contracted by the late City Improvement Trust the interest on which is paid through the agency of :—

(*a*) Hongkong and Shanghai Banking Corporation,

(*b*) The Chartered Bank of India, Australia and China, London,

the transactions of all other loans are looked after by the Imperial Bank of India who have been appointed agents of the Corporation and are entrusted with the work of payment of interest to Debenture Holders, renewal, consolidations and sub-divisions of debentures and repayment of loans on maturity, and they do this work subject to certain necessary checks by the Chief Accountant and his Department.

(*ii*) *Service Heads.*

The method of budgeting and keeping and presentation of accounts is arranged according to administrative functions which have been sub-divided into service heads, the income and expenditure relating to each such head being kept separate under that head.

(*iii*) *Receipts.*

Collection of Municipal dues from taxes, rents of buildings and lands, sale of rights, licence and other fees, etc., are made by the staff engaged in the different departments. These collections are to be remitted daily to the Municipal Treasury under a remittance slip signed by the Heads of Departments. Sometimes, payment of dues is made by the parties at the Chief Accountant's Office direct. These amounts are taken on the Main Accounts (in the Main Ledgers) through the Day Books and in the subsidiary registers under each Minor Budget Head. The dues are collected by the different departments from numerous small sources of income. In addition to this certain amounts due from Government for tax on public conveyances, deposits from the contractors, etc., are received direct in the Chief Accountant's Office. The collection of Town Duties by the two Railways and the Bombay Port Trust and interest on securities collected by the Bank are credited direct into the Bank Account with the Imperial Bank of India and the Accounts Department takes them to their accounts on receipt of bank slips.

(iv) *Payments.*

All bills of establishments, contingencies, works, supplies, etc., received from the departments are checked in the Accounts Department mainly in respect of sanctions, arithmetical accuracy, rates, proper certifications by Heads of Departments and Budget grants and are then passed for payment. Bills for Rs. 100 or less are paid in cash and the rest are paid by means of cheques drawn on the Imperial Bank of India. To cover cash payments, cheques of amounts not exceeding Rs. 1,000 are drawn on the Imperial Bank of India in favour of the Chief Accountant. As already stated payment of interest of Municipal and Trust Debentures is made through the Imperial Bank of India and in case of two loans of the the Trust through Hongkong and Shanghai Banking Corporation and the Chartered Bank of India, Australia and China, London.

(b) *Daily Accounting.*

The day-to-day transactions of receipts, payments and adjustments are introduced into the main accounts through Day Books. In case of expenditure, prior to passing bills for payment, they are entered in the subsidiary books, *i.e.*, tabulations and registers of works recording the progress of expenditure against each minor head of Budget Grants. In case of income, similar arrangement exists for entering all income in the subsidiary registers against the Budget Head of Income recording progress of collections after Day Books are written up. As regards miscellaneous advances, deposits, etc., similar subsidiary registers are maintained for individual accounts, the receipts and payments whereunder are posted up subsequently from Day Books.

(c) *Weekly Accounts.*

The progressive weekly receipts and expenditure as recorded in the main accounts are taken on the weekly abstract which is published in the Bombay Government Gazette from week to week under the signature of the Municipal Chief Auditor and two members of the Standing Committee [*vide* Section 135(1)].

(d) *Annual Accounts.*

The receipts and expenditure progressing from week to week ultimately appear under various appendices in the Chief Accountant's Annual Report.

(e) *Nature of Audit Check Applied.*

Accordingly in conformity with the above system the accounts of receipts and payments have been test-examined from day to day by comparing the vouchers, etc., with the corresponding entries in the Day Books and the weekly abstracts specified in this report in the Chief Accountant's Office. The weekly progressive balances of the audited accounts which in turn are based on the daily accounts are duly and punctually published in the Bombay Government Gazette every week. The balances of cash and Government securities belonging to or deposited with the Corporation are verified by an examination of Bank Pass Books, safe custody receipts, deposit receipts, and the cash and Government Promissory Notes in the Chief Accountant's Office. The balances of the assets and liabilities in the Balance sheets are checked with the current year's adjustments to the last year's closing balances. Any irregularities observed in the course of audit are brought to notice and got rectified.

GENERAL REMARKS ON THE RESULT OF AUDIT.

Municipal Accounts.

Expenditure.

The transactions covered by Audit (test) were in respect of Revenue Accounts of several departments and Expenditure Account of the Chief Accountant's Department. The internal control of the Accounts Department over the expenditure accounts was found fairly satisfactory. Errors and omissions noticed during audit were pointed out and got rectified. As regards the watching of recoveries and adjustments under the head 'Advances', a separate report is being submitted as usual.

Some of the typical errors and ommissions noticed during the year under report are summarised a sunder:—

(1) *Advance payments made to the Solicitors, Government and other Local Bodies pending receipt of detailed accounts.*

Out of 68 items amounting to Rs. 1,13,006-10-11 advanced to Solicitors, Government and other public bodies upto 31st March 1942 and remaining unaccounted for, upto the close of the year 1943-44 Rs. 72,145-15-3 in ten cases were accounted for, during the year 1944-45. The Chief Accountant was instructed to expedite the clearance of further 42 outstanding cases amounting to Rs. 58,861 1 0 during 1942-43.

M.C.A. 4169/I 16-2-1944

M.C.A 604/I 8-3-1945

In all 100 cases of advances made upto 31st March 1943 amounting to Rx. 99,721-12-8 were outstanding on 31st March 1945.

(2) Excess or wrong payments and errors and omissions.

(a) Amounts of excess or wrong payments or omitted recoveries or short remittances recovered at the instance of audit.

Serial No.	Case No. and Date.	Amount. Rs. a. p.	Particulars.
1	M.C.A. 136/I of 5-6-1944 ...	1 12 0	Excess payment of grain compensation.
2	M.C.A. 149/I of 12-6-1944 ...	0 7 0	Excess payment of grain compensation.
3	M.C.A. 135/I of 5-6-1944 ...	0 2 0	Excess payment of grain compensation.
4	M.C.A. 223/I of 27-7-1944	4 0 0	Excess payment of salary.
5	M.C.A. 109/I of 19-5-1944 ...	3 8 0	Wrong payment of daily allowance and coolie hire.
6	M.C.A. 328/I of 9-10-1944 ...	1 13 0	Excess payment of wages.
7	M.C.A. 339/I of 11-10-1944 ...	0 14 0	Excess payment of dearness allowance.
8	M.C.A. 365/I of 24-10-1944 ...	98 9 0	Wrong claim of Municipal contribution of provident Fund passed in favour of a retired Municipal employee.
9	M.C.A. 315/I of 25-9-1944 ...	2 4 0	Wrong payment of cycle allowance.
10	M.C.A. 387/I of 30-10-1944 ...	0 4 0	Excess provident fund deduction.
11	M.C.A. 216/I of 18-7-1944 ...	1 0 0	Excess payment to a contractor.
12	M.C.A. 4218/I of 6-3-1944 ...	101 10 0	Wrong claim of Municipal conrfibution and interest on account of provident Fund passed in favour of a retired Municipal employees.
13	M.C.A. 505/I of 3-1-1945 ...	116 10 0	Do. do. do. do.
14	M.C.A. 406/I of 4-11-1944 ...	1 0 0	Excess deduction of provident fund subscriptions.

(*b*) In the following cases errors and omissions are brought to the notice of the Departments and got rectified or instructions were issued for future guidance:—

Serial No.	Case No. and Date.	Particulars.
1	M.C.A. 10/I of 6-4-1944	... Particulars not filled in by the Department in the certificate given on a payment bill.
2	M.C.A. 9/I of 6-4-1944	... Government promissory note for Rs. 100 received from private party as deposit not endorsed in the name of the Municipal Commissioner.
3	M.C.A. 100/I of 17-5-1944	... Compensating errors in the Day Book of 8-5-1944 in respect of cheques payable.
4	M.C.A. 205/I of 12-7-1944	... Short credit given in the leave account of an employee of the Works Branch.
5	M.C.A. 49/I of 4-5-1944	... Compensating errors in the Day Book of 9-3-1944.
6	M.C.A. 99/I of 15-5-1944	... Amount debited to a wrong budget head in the Day Book of 2-5-1944.
7	M.C.A. 302/I of 14-9-1944	... Mistakes in carrying forward the balance s in Abstract from the week ending 3-6-1944.
8	M.C.A. 206/I of 12-7-1944	... Short credit given in the leave account of a peon in the Estate Agent's Department.
9	M.C.A. 344/I of 13-10-1944	... Revenue stamp not affixed on unpaid wages certificate. Vouchers also not stamped as "Paid."
10	M.C.A. 325/I of 9-10-1944	... Compensating errors in the Day Book of 26-9-1944.
11	M.C.A. 430/I of 18-11-1944 M.C.A. 580/I of 17-2-1945	... Amounts credited to wrong budget heads in the Day Books.
12	M.C.A. 256/I of 10-8-1944	... Debiting of Charges to a wrong budget head.
13	M.C.A. 383/I of 30-10-1944	... Adjustment of monthly recovery to provident fund account in excess by Rs. 10.
14	M.C.A. 121/I of 29-5-1944	... Credit given to wrong account head.
15	M.C.A. 257/I of 11-8-1944	... Payment of Rs. 45 on account of commission charges on 360 bags of gram made without sanction in June 1944.
16	M.C.A. 553/I of 3-2-1945	... Payment of a Pension bill without discharge.

(3) *Rules, Procedure, etc.*

M.C.A. 4168/I / 12-2-1944 & M.C.A. 12/I / 8-4-1944

The three statutory officers, *viz.*, the Executive Health Officer, the City Engineer and the Hydraulic Engineer, appointed under Section 74(1) of the Municipal Act, are required to devote their whole time and attention to the duties of their office and to receive such remuneration as specified therein. In the case of the Executive Health Officer, however, an exception has been made under clause (*ee*) of the said section, so as to enable him to accept any appointment, honorary or otherwise, which has for its object the promotion of public health etc., for such period as may be sanctioned by the Corporation and which in the opinion of the Corporation would not interfere with his duties as the Executive Health Officer. No such provision exists in case of the other two officers.

However, as stated in the last year's Audit Report, Mr. N. V. Modak, City Engineer, undertook the work of examining the schemes prepared by the State Engineers of the Gwalior Government for the improvement of water supply and drainage for the City of Ujjain and accepted from that Government an honorarium of Rs. 1,000 for the same. (Corporation Resolutions Nos. 466, dated the 26th August 1943 and 1028, dated the 10th February 1944).

Similarly he was allowed to visit the works of the Tata Chemicals Ltd., at Mithapur by treating his absence from office as casual leave for 10 days and to advise them on the sanitary arrangements needed for the town (Corporation Resolution No. 716, dated the 25th November 1943) and to accept an honorarium of Rs. 1,500 (Corporation Resolution No. 504, dated the 1st May 1944).

It may be observed that casual leave is not a leave governed by the Municipal Service Regulations made under Section 81 of the Act.

At the request of the Municipal Chief Auditor the Municipal Commissioner obtained opinion of the Municipal Solicitors on the point whether the practice of allowing statutory officers to undertake such private works and to receive remuneration therefor was legally permissible. The opinion so received shows that Mr. Modak's acceptance of outside work and the remuneration therefore was irregular. As this involves irregular payment of salary and allowances to Mr. Modak for the days he was not on Municipal duty and also involves a breach of the condition of his appointment as per the provisions of Section 74 of the Act, the Municipal Commissioner has been requested to regularise it by granting Mr. Modak leave under the Municipal Service Regulations made under Section 81 of the Act and by adjusting his salary and allowances for that period as required by note No. 3 to regulation 81 of the Municipal Service Regulations.

M.C.A. 95/I / 15-5-1944

A staff of one Assistant Engineer, 3 Inspectors and 6 Over-seers was engaged for the work of laying Malad Pipe Line on behalf of Government with fixed conveyance allowance of Rs. 120, Rs. 20 and Rs. 15 per month, respectively. This staff was also paid daily travelling charges aggregating to Rs. 2,644 10 0 during the period of completion of work in addition to the fixed conveyance allowances attached to their posts. Payment of this double bill of travelling charges is irregular and not admissible under any rules, whatever the circumstances and irrespective of the source from which it is paid.

The attention of the Department being called to this irregularity papers were for warded for audit infomation which showed that as the work was required to be carried out expeditiously by the Military Authorities the Commissioner had ordered the payment of the bills in addition to the fixed conveyance allowances.

I am not prepared to recognize that expeditious execution of the work and the exceptional circumstances explained by the Department could in any way justify payment of fixed conveyance allowances to the staff throughout the period, in addition to the day to day travelling charges. The payment of fixed conveyance allowances in this case was clearly a source of profit allowed to the staff which is opposed to the very fundamentals of the rules regarding travelling charges.

On account of scarcity of material and rapid fluctuations in the rates due to war conditions advance pay-
M.C.A. 491/I ments were made to the Controller of Stores to enable him to make cash purchases when
29-12-1944 the market was favourable and to render detailed accounts soon thereafter. According to Chief Accountant's Books advances from April to November 1944 amounted to Rs. 1,17,241-7-0. Deducting therefrom the amounts for which the detailed accounts were rendered, the balance unaccounted for was Rs. 85,947 15 0. Against this cash on hand with the Controller of Stores was Rs. 25,525-14-0. The Chief Accountant was, therefore, instructed to reconcile the difference by carrying out adjustments for the detailed accounts already received by him from the Controller of Stores.

There was also a balance of Rs. 858-15-0 with the Controller of Stores out of the amount of Rs. 9,000 advanced to him for making purchases of stores for Government Milk Scheme but the full amount was found adjusted by the Chief Accountant on receipt of deposit from the Government without any detailed account received from the Controller of Stores.

The cash advanced to the Controller of Stores for market purchases is spent not at one time but as and when the market conditions are favourable. Thus large sums are found remaining with the Controller of Stores for a long time extending over some months in some cases.

It is not desirable to allow such large sums to remain in Branch Offices where arrangements for strong rooms etc., for the safety of such sums do not exist.

The Chief Accountant has, therefore, been requested to cash such cheques himself and keep the cash available for the Controller of Stores as and when required by him.

Reply is awaited.

The Public Works Department, Bombay, requested the Municipal Commissioner to spare tar boilers urgently required by their Contractors Messrs. Gannon Dunkerley & Co., Ltd., for aerodrome construction work at Kalyan. It is not permissible under the Municipal Act to hire out the machinery beyond the City limits and therefore it was agreed with the Contractors to sell the boilers at Rs. 2,500 each provided they agreed to re-sell them to the Municipality when no longer required at the same price less an amount equivalent to hire charges and the cost of repairs required at the time of returning them. (Standing Committee Resolution No. 415, dated the 30th June 1943).

The Company took only 1 boiler and returned it on 10th July 1943, and asked for refund after deducting the charges agreed to by them from the amount of Rs. 2,500 paid by them.

In the books kept by the Chief Accountant, however, the transaction of sale and repurchase has not been recorded as such. But the amount of sale price received from the party was held in deposit and now after deducting the hire charges and the cost of repairs amounting to Rs. 447-2-0, the balance is refunded to the party.

A sum of Rs. 52,500 received on account of rent from Government for R.P.T.B. Hospital at Sewri taken
M.C.A. 541/I over by them under the Defence of India Rules has been credited to Municipal Revenue. As the Hospital was constructed partly out of the donation received by the Municipality and
29-1-1945 as it is not used for the purpose for which the donation was received it does not seem to be fair to give credit for the rent to Municipal Revenue. Papers called for in this connection are not yet received.

Re: Supervision charges on the Sewerage Schemes for the Northern Part of the Island including sludge digestion plant.

The sanctioned amount of the revised estimate for the Schemes was Rs. 25,24,337 including Rs. 1,47,160
M.C.A. 348/I for establishment. The actual cost of establishment amounted to Rs. 1,47,069-10-0 upto 1939-40 when the cost of works exclusive of establishment was Rs. 22,28,842. The works
4-7-1945 carried out after 1939-40 and upto 1943-44 were to the value of Rs. 1,21,577 on which no supervision was charged for giving 5 per cent rebate to Revenue wihch bears the cost of staff employed for supervision on Capital Works. If this were done, the amount of establishment charges would have exceeded the sanctioned estimate by Rs. 5,988.

The City Engineer being asked to explain the omission to charge supervision on the works carried out after 1939-40 stated that the actual expenditure incurred on the establishment was higher than the sanctioned cost, and it was unfair to charge additional supervision which would add to the already increased supervision charges.

I am unable to accept the City Engineer's reasoning for not showing the cost of establishment at the approved rate on the cost of works. If the establishment charges have exceeded the sanctioned limit of the estimate that is the greater reason why the sanctioning authority, *i. e.*, Corporation, should have been approached either to revise the estimate or to discontinue the supervision charges instead of the charges being omitted without authority.

A sum of annas four remaining unclaimed with the Executive Health Officer out of the payments made
M.C.A. 326/I to the employees of the Food Rationing enumeartion was paid ot the Snow's Relief Fund. This apparently trivial matter involved a princple that unclaimed amounts however small
9-10-1944 should go to the Municipal Fund under unclaimed dues and deposits and should not be transferred to a private fund. It was, therefore, got credited back to the Municipal Fund.

As stated in the last year's Audit Report the practice of allowing the benefit of old leave rules for leave
M.C.A. 3635/I other than sick leave to new entrants in the Fire Brigade Service under Class III as per Rule 148 of the Municipal Service Regulations was not in order. On referring the matter to the
7-5-1943 Municipal Commissioner the rule has since been amended and brought in conformity with the practice followed. (Standing Committee Resolution No. 1472, dated the 13th December 1944, Corporation Resolution No. 893, dated the 11th January 1945).

The Curator Victoria and Albert Museum attended the Sixth All India Library Conference held at Jaipur
M.C.A. 109/I in April 1944 and also visited on his way. M. J. Library at Ahmedabad (Corporation Resolution No. 1241, dated the 27th March 1944). He charged in his travelling allowance bill
19-5-1944 cooly hire and daily allowance in addition to the actual train fare of the class he is entitled to travel. The charge of cooly hire and daily allowance being objected to in audit, he was treated as on deputation to M. J. Library at Ahmedabad for 3 days and was allowed these charges by the Commissioner except for one day on which he attended the Conference at Jaipur for which a recovery of Rs. 3-8-0 was made and credited back to grant.

An employee of the Engineering Department who attended the Sub-Judge's Court at Kalyan as a witness in a private Civil Suit on four different occasions was paid travelling allowance out of contingent grant of the Department instead of from the amount received as Deposit from the Kalyan Court on behalf of the party. He was also treated as on duty on those days. This being objected to in audit necessary adjustment was made and the days of absence were converted into leave.

M.C.A. 3/1 — 5-4-1944

Under the Provident Fund Act as well as under Rule 10 of the Provident Fund Regulations subscriber's provident fund becomes payable on his death, retirement, resignation or discharge. Contrary to these provisions, however, Rule 10 of the Service Regulations and conditions of the labour staff framed by the Commissioner lays down that subscriptions of the labour and artisan class will be considered to have ceased to subscribe to the Municipal Provident Fund in the event of their failure to subscribe for six consecutive months and their subscriptions to the fund will then be refunded to them.

M.C.A. 490/1 — 29-12-1944

In fact the same cannot be refunded simply on an employee ceasing to subscribe for six consecutive months as per the above Provident Fund Rule.

The Municipal Commissioner has been informed that Rule 10 of the service conditions of the labour staff requires to be suitably amended.

Under Rule 4 of the Provident Fund Rules an employee cannot be said to have elected within three months from the date of his appointment to subscribe to the provident fund prior to the month in which he signs and lodges a declaration with the Chief Accountant. In the case of an employee of the Assessment Department, however, such a declaration was not lodged with the result that all the recoveries made on account of provident fund would have been treated as wrong recoveries and would have therefore been refunded to the employee. No interest on the amount was to be allowed. However, it was noticed that the employee had signed a declaration but the same was inadvertantly filed in the Assessment Department. Municipal Commissioner's sanction was subsequently obtained to condone the irregularity and the provident fund claim was paid to the employee. The Chief Accountant has been asked to explain how the non-submission of the declaration could not be detected in his office and what steps are proposed to be taken to see that the provisions of the Provident Fund Regulations are properly respected in this matter, in future.

M.C.A. 489/1 — 29-12-1944

Reply is awaited.

While scrutinising provident fund final claim of a cooly working under the Assistant Engineer (Architect) it was observed that despite the definite orders of the Deputy Municipal Commissioner not to grant any further leave unless previous leave without pay granted in advance was recouped by further service the Departmental Head sanctioned 1½ months' extension of leave without pay.

M.C.A. 509/1 — 4-1-1945

The Municipal Commissioner's sanction was obtained for exceeding the period of leave permissible under the rules made by him and the claim was allowed to be passed.

A provident fund claim of an employee was passed for payment by the Chief Accountant with Municipal contribution, amounting to Rs. 98-9-0, on a certificate from the Department that the employee did serve for 5 years. On a scrutiny by audit with the pay-bills etc., the service was found to be less than 5 years and the Municipal contribution of Rs. 98-9-0 was disallowed.

M.C.A. 365/1 — 24-10-1944

Security of Rs. 3,000 prescribed by the Corporation for the posts of the paymasters under their Resolution No. 610, dated the 9th October 1939, was found to have been taken by the Chief Accountant from a clerk to the paymaster. His duties were only to assist the paymasters in maintaining accounts, preparing summaries for drawing cheques, etc., and only during casual absence of the paymasters his services were occasionally utilised as a paymaster. It was, therefore, not correct to apply the orders of the Corporation in connection with the security fixed for the posts of paymasters to the post of a clerk. Such cases require sanction of the Standing Committee and the Corporation for fixing the security to be recovered. Attention of the Commissioner and the Chief Accountant has been drawn to this.

M.C.A. 183/1 — 30-6-1944

The practice of granting bonuses to the contractors for early completion of works was objected to by audit for the reasons stated at length in the annual Audit Report for the year 1942-43. Although two years have since expired no final reply is received.

M.C.A. 2742/1 — 11-4-1942

(4) *Internal Check.*

During July to September 1943 the B. E. S. & T. Co., Ltd., replaced some of the 200 and 300 watt lamps by lamps of smaller sizes. The Company, however, omitted through over-sight to take into account these alterations in the bills for those months and the bills so preferred by the Company were certified as correct by the City Engineer and passed for payment. On 27th of November 1943 the Company wrote to the Municipality about the omission to make due changes in the bills and forwarded a cheque for Rs. 19,886-10-0 being the refund of the excess payments made to them. It, however, appears from the papers that the Department could not detect the changes on such a large scale made by the Company for a period of 4 months till the Company itself wrote about it to the Municipality in November 1943. The explanation of the Department for not detecting the changes in the watts made on such a large scale in the City was as follows:—

M.C.A. 142/1 — 7-6-1944 & M.C.A. 637/1 — 24-5-1945

"With the A. R. P. Shades on all the lamps and with the darkening of the globes by painting thereon and the changes effected from day to day due to failure of the bulbs it was impossible to detect and record these daily changes effected by the Company."

For the supervision over the lighting arrangements in the City carried out by Contracts, the Lighting Section of the City Engineer's Department has a good complement of staff there being 1 Assistant Engineer in the grade of Rs. 200-20-400, 2 Inspectors, in the grade of Rs. 150-10-250, 2 Mistries, 20 Mukadams and 3 Peons, maintained at an annual cost of about Rs. 21,000 for pay and allowances. Their work appears to be to supervise the lighting arrangements and to certify monthly bills therefor, and to look after repairs or installations of new lightings to be carried out through the Agency of the Company. It is, therefore, surprising that they could not even get a hint of the changes in watts that took place throughout the length and breadth of the City for about 4 months on a vast scale. It will also be interesting to enquire as to the spheres of duties allotted to the different members of the staff (to keep a watch at night) and the actual duties they were performing during these days and the places and localities at which they are residing. In reply to a query as to the number of proposals for repairs and new installations attended to by the Lighting Section, the Department stated that the number was during

1943-44, 33 and 1 respectively costing Rs. 2,782 on the electric side. It appears from the correspondence that the Municipality could rely on the reports received from the Company as it is a Corporate Body. If absolute reliance is to be put on the reports received from the Company, and it appears from the correspondence that there is no other way then the question for consideration is how far the staff, carried on the Establishment Schedule can be usefully maintained.

It has also been arranged by the Department with the Company that they should send a statement showing the monthly average of different wattages of lamps in the City instead of a detailed statement showing the total number of wattage of lamps of every road which they used to send formerly.

Under the provision of clause 14 of the contract it is stipulated that the illumination of the roads should be as specified in the contract. But the procedure adopted for giving general average of the wattages of lamps in the City would not give specific lighting intensity for each road. Therefore, the change required the sanction of the Commissioner. It however, appears that the papers were never sent to the Commissioner. An audit note to this effect has been sent to the Commissioner on 24th May 1945 to which reply is awaited.

M.C.A. 534/I — 25-1-1945

On my visit to the D Ward Stables of the Conservancy Department, the clerk in charge stated in reply to my query that Hay Book was not written up for that day as the Contractor had not supplied the quota of hay. The quantity of grass lying thereat at 12 Noon was about 2½ Bales which was presumed to be the balance of the previous day as the Mukadam gave me to understand. Next day the Stable Mukadam produced a slip of paper stating that 7 bales of grass were received at 9 A.M. (B.T.) and that the slip was placed on the table of the Veterinary Inspector who being on casual leave that day, the supply remained to be entered in the Register. Neither the bigari nor the Clerk had any knowledge of the receipt of hay. The slip produced was not initialled by the Ward Supervisor whose duty it is to check the qaulity and quantity of hay immediately on receipt thereof. It is therefore, doubtful whether the supply was actually received.

Test check of the Hay Book further revealed that certificates of weighments were not signed by the receiving officer (Veterinary Inspector), while on two days (as per this register) there was no hay to feed the bullocks with. The question therefore is as to what was served to the bullocks on those days. There was also no agreement between the quantity of grass entered in the register as received during December 1944 and the one shown in the statements attached to the Contractor's Bills for that month. The Contractor's bills are not supported by receipts of hay, issued to them by the Department.

Explanation of the Head Supervisor Conservancy called for in the matter is *not yet received.*

M.C.A. 2332/I — 11-10-1941

It was stated in the Audit Report for 1941-42 that the B. E. S. & T. Company, *Ltd., agreed* to take meter readings for billing purposes in presence of the Station Officers of *the Mechanical* Engineer's Department so that the Officers could verify the consumption shown *in the Bills* before certifying the bills for payment. The same *procedure* was to be followed by the other Municipal Departments. However, the Company found it difficult to send their men exactly at the time intimated by the Departments and therefore it was suggested by the Executive Health Officer that the different Officers were asked to maintain a record of their own readings preferably on the last working day of the month and report them to the Chief Accountant. It case a large variation was noticed in the readings shown in the bills and those taken by the Departental Officers the matter was to be taken up with the Company. The Executive Health Officer in reporting to the Municipal Commissioner stated that the procedure was given a trial for six months and the readings taken by his staff did not serve much useful *purpose nor* was anything extraordinary noticed in the bills and that the Company *being a pubilc utility concern their accounts* were under proper control and the figures shown by them should be *accepted as correct. The practice* of recording readings by the Departments has therefore been discontinued *with the Municipal Commissioner's approval.*

Similarly the Commissioner has allowed the City Engineer *to discontinue* the practice of recording readings by the Departments in his charges with *instructions* that whenever large variations are noticed the matter should be brought to the notice of the Company.

M.C.A. 32/I — 19-4-1944

For a large stock of materials lying with the *Controller* of Stores for over three years, he has been asked to furnish the dates of purchase and the Departments at whose instance the materials were indented. The information has not so far been supplied by him.

M.C.A. 3618/I — 3-5-1943

As mentioned in the last year's Audit Report papers in connection with the High Court Suit No. 122 of 1938 showed that a sum of Rs. 1,342-6-0 was recoverable from a certain party. The Assessor and Collector has been requested to show how and when such dues are recorded in his books in order to ensure against likely omissions of recoveries thereof. Reply is still awaited.

M.C.A. 440/I — 24-1-1945

No register showing the receipts and consumption of drugs, medicines, etc., was found maintained at No. 7, *District Dispensary.* At the instance of Audit the Executive Health Officer has passed instructions that registers in the form specified by him should be maintained in all Dispensaries under him as a measure of control over the receipts and issues.

A.E. 675 — 31-7-1941

A list of all the Municipal Offices or Branches with their locations showing persons working thereat by their designations who are required to handle cash, stores or account books was ordered to be prepared by the Municipal Commissioner at the instance of Audit. This is essential for the purpose of fixing responsibility on the persons concerned in case of default in their legitimate items of work as stated in the last year's report.

Although more than 4 years have since expired the required list is not received inspite of several reminders.

M.C.A. 3798/I — 28-7-1943

Unclaimed amounts on account of (1) deposits from private parties, (2) wages and salaries, (3) cash bills are from time to time removed from suspense account and credited to Revenue. Sums so credited to Revenue were being recorded in a separate register for item No. 1 and on loose sheets for items 2 and 3. The sum total of the amounts so recorded was however, not reconciled annually by the Accounts Department with the total credits given to Revenue on these accounts. Due to this, several omissions were found in the Register and on audit suggestion the Commissioner has instructed the Chief Accountant to keep the account in a properly bound register and to reconcile it at the end of each year beginning from 1st April 1944.

M.C.A. 84/I — 12-5-1944

A chaviwala of the Hydraulic Engineer's Department who was absent from 12th March 1943 was found to have been charged at full rate in the pay-bills from March to May 1943 as if he was on duty Explanation called for from the Department is awaited.

Services of an employee of the K. E. M. Hospital who was on leave were terminated on 4th March 1942. Subsequently he died on 10th May 1942. In the provident fund final claim however, cause of termination of service was shown as death and Municipal contribution which was not admissible, total service being less than five years was allowed. On pointing out the discrepancy the period from 4th March 1942 to 10th May 1942 was treated as leave without pay.

M.C.A. 229/I
2-8-1944

An employee of the K. E. M. Hospital was shown as on leave without pay upto 1st March 1944 in the pay bill. He was charged for 29 days and his substitute for 2 days in the month of March. On enquiry it was explained that the permanent employee was absent on two days, *i.e.*, the 1st and the 17th. There was no remark as to the absence on the 17th in the pay-sheet. It is, therefore, not understood how the charge for a substitute was made and passed by the Chief Accountant in the pay-bill without necessary remarks therein.

M.C.A. 407/I
4-11-1944

On test-checking the interest allowed on individual provident fund accounts of the Municipal employees at the close of the year 1943-44 cases of excess or short interest were noticed. Mistakes were also noticed in the totals of the summaries of the provident fund balances as on 31st March 1944. To minimise the possibilities of such errors it was suggested that the rate of interest may be fixed in decimals so as to facilitate calculations and to save time. The Chief Accountant however, explained that special interest tables were being prepared to enable the staff to check the same with speed and accuracy.

M.C.A. 225/I
28-7-1944

(5) *Imprest Accounts.*

The amount of petty cash advance with the various Municipal Departments as on 31st March 1945 was Rs. 22,231-9-6 which is the approximate sum spent through petty cash by the Departments each month and recouped from the Chief Accountant by preferring lump sum bills. Details of the charges are not shown in the bills but vouchers for Rs. 10 and above are attached thereto. The internal check of the Chief Accountant is lacking.

(*a*) *Miscellaneous Departments.*

During the year, in 34 cases surprise test-checks of the imprest accounts of various Departments were made. The irregularities noticed in the accounts were communicated to the Departments through the Commissioner. Defects of common nature are summarised as under :—

(1) Payments without sanctions.
(2) Payments made without obtaining proper discharges.
(3) Necessary particulars of travelling not given in some conveyance bills.

The practice of submitting bills for conveyance charges by Municipal employees was discontinued under the orders of the Commissioner for paper economy and hence the entries made in the contingent account books for payments are required to be properly attested by a responsible officer and signed by the persons receiving payments.

Audit scrutiny of these charges is, therefore, mainly to see that they are fair and reasonable, they are properly sanctioned and that due discharge is given by the payees in the Contingent Registers.

Some instances of typical irregularities noticed are given below :—

Regarding the reference (made in the last Audit Report) for payments of conveyance charges to the Legal Assistant and his peons for taking papers home from office and back, the Legal Assistant exxplained that due to very heavy pressure of work in his office he had to incur such charges. The Commissioner issued instructions that the total charges so drawn during 1943-44 be met out of his Discretional Contingent Grant.

M.C.A. 3971/V
17-12-1944

In the last annual report it was mentioned that the Assistant Engineer and the Mechanical Inspector of the Outside City Division of Water Works Department were paid train fares for coming to and going back from the City although they were getting Rs. 25 and Rs. 20 per month respectively as conveyance allowance. The Hydraulic Engineer explained that the conveyance allowance was for travelling done within their jurisdiction for visiting places at a distance from the Municipal trolley lines and that the train fares were paid for coming to and from Bombay on official business.

M.C.A. 4239/V
27-3-1944

It may be remarked that in the outside City Division there can hardly be any place of work at a distance from the trolley lines requiring the use of a conveyance and on the line itself municipal trolley is available. It is, therefore, a question whether fixed conveyance allowance is justified in addition to the actual train fares.

It was mentioned in the last report that although a carpenter is borne on the Schedule of the Malaria Department, a sum of Rs. 7 was advanced to the Conservancy Department by Assistant Health Officer Malaria for repairs to six chairs. The Executive Health Officer explained that the carpenter of the Malaria Department was transferred to work in the Conservancy Department for administrative purposes and that the repairing work in the Malaria Branch was being attended to by the carpenter under the direction of Head Supervisor, and therefore the chairs were got repaired through him. The Commissioner has issued instructions to the Executive Health Officer that a record of work done by the Carpenter for Malaria and other Branches should be kept and then a proposal for transferring the post to proper service head be put up for the Budget of 1946-47 so as to show necessary changes in the Establishment Schedule of that year.

M.C.A. 4113/V
17-1-1944

(1) The balance of imprest cash in hand of the Fire Brigade Office was found at the time of test check, to be Rs. 225 against the book balance of Rs. 221-13 6. The Officer explained that three items of expenditure entered in the Contingent Register were paid by the Deputy Chief Officer and not immediately recovered by him from the cash box, and that, in order to obviate any delay in paying conveyance charges of the staff the Deputy Chief Officer used to make payments and adjust them as soon as possible afterwards. The Commissioner issued instructions that payments should be made immediately after the entries were made in the Contingent Book.

M.C.A. 263/V
17-8-1944

(2) The balance of imprest cash in hand of the Manager, Municipal Printing Press, was found to be more by Rs. 0 0 6 at the time of test chceck. This was explained to be due to a half anna postage stamp paid by the Deputy Superintendent out of his pocket.

M.C.A. 264/V
17-8-1944

(3) In several imprest vouchers of the City Engineer's Building Branch, particulars of conveyance charges were not given. The City Engineer has since issued instructions to the staff to note proper particulars of conveyance charges.
M.C.A. 271/V — 25-8-1944

(4) In two imprest vouchers of the office of the Assistant Engineer (Drainage), signatures on the declaration forms and those on the discharge differed. This being pointed out fresh signatures of the payee were obtained.
M.C.A. 284/V — 31-8-1944

(5) In the sub advance given to time keeper of the Mechanical Engineer's Office it was noticed that (1) although the cash balance tallied with the book balance, there was a mistake in the totals and rupee one was in excess; (2) in two vouchers the conveyance charges paid to employees were in excess of the amounts due; (3) sanctions were not obtained on several vouchers, and some vouchers showed double way charge for single journeys performed. The Mechanical Engineer explained that wrong total was got corrected; that the excess payment amounting to As. 2 in two vouchers was recovered from the employee and that needful was done with regard to other irreggularities.
M.C.A. 299/V — 11-9-1944

(6) Railway freight paid on account of exchange of or supply of plants from imprest moneys by debit either to grant or to special fund "Gardens Fund" remained unadjusted against deposit in one case, and in four cases it remained unrecovered since 1941. To facilitate watching of the recoveries it was suggested that the railway freight charges, etc., in such cases should be debited to the Advance Account. Reply is awaited.
M.C.A. 456/V — 1-12-1944

(7) The imprest cash balance of Commissioner's Office was found in excess by Rs. 0-1-6. Stamps worth Annas 15 with the Stenographer were not accounted for as an advance in the imprest account. Most of the payments were sanctioned by the Office Superintendent although he is not authorised to do so. Reply is awaited.
M.C.A. 510/V — 4-1-1945

(8) The contingent registers of the Office of the Curator Museum and Chief Librarian were written by the officer himself. He also used to keep the cash. The usual formalities of sanctioning the expenditure was not being noted in the Register. It was suggested by Audit that the work of writing of the Registers and preparation of vouchers, etc., should be entrusted to a clerk in his office and he should supervise and exercise sanctioning authority. The suggestions have been adopted.
M.C.A. 607/V — 8-3-1945

(9) At the time of test check there were only 26 current season tickets against Rs. 28 shown as deposits with the Railway Companies in the contingent register of the Assistant Engineer (Architect). This being pointed out one rupee has been recovered in respect of a season ticket issued to a Peon. Further reply is still awaited.
M.C.A. 651/V — 2-4-1945

(10) Sanction was obtained for purchase of two fan belts at a cost of Rs. 9-1-6 while the Contingent Register of the Assistant Engineer (Maintenance), Water Works Department, showed Rs. 5-5-0 for only one belt. This being brought to the notice of the Department the second one was prchased on 19th April 1945 the cost of both the belts being kept within the limit of sanctioned amount.
M.C.A. 654/V — 2-4-1945

(11) Against 31 current Railway season tickets issued to employees the amount of deposits with the Railway Companies as shown in the Contingent Register of the Hydraulic Engineer's Office was Rs. 33. Explanation is awaited.
M.C.A. 661/V — 5-4-1945

(12) A spoilt stamp paper costing Rs. 1-8-0 was shown in the Contingent Account of the Legal Assistant's Office as balance of Revenue Stamp in hand, instead of being removed from the accounts with the Commissioner's sanction. A temporary assistant on a fixed salary of Rs. 90 was paid taxi and gharry hire to the tune of Rs. 36-6-0 for attending Courts, during January 1945. Ordinarily an emplovee of his rank should use cheaper modes of convevnace available in the city. Reply is avaited.
M.C.A. 665/V — 10-4-1945

(13) Imprest account of Health Department Head Office—Two sub vouchers for articles purchased locally by the Propaganda Officer at a cost of Rs. 5-8-0 were not available; correct details of journey was not shown in a conveyance voucher and the postage expenses amounting to Rs. 3-7-6 incurred from 10th August 1944 to 8th January 1945 in respect of Government Milk Scheme were merely shown as advance with the despatch clerk. Reply is awaited.
M.C.A. 525/V — 13-1-1945

(14) Rupees 57 were shown as deposits with the Railways in the Contingent Register of Market Department, against 55 current railway season tickets. A sum of Rs. 55 was found to have been advanced by the Head Clerk, out of his pocket for meeting day to day expenses. Reply is awaited.
M.C.A. 664/V — 10-4-1945

(15) Against a payment of Rs. 2-5-6 for purchase of news papers the amount booked in the Contingent Register of Arthur Road Hospital was Rs. 2-7-0 which was recovered from the Chief Accountant. The clerk maintaining the imprest account had advanced Rs. 6 to meet day to day expenses out of his own pocket. Reply is awaited.
M.C.A. 707/V — 3-5-1945

(16) Errors and omissions as detailed below were noticed in the imprest account of the Welfare Organizer's Office—
M.G.A. 273/V — 25-8-1944

(*i*) Discharges of the payees not obtained on some vouchers.

(*ii*) Full details of journey and mode of conveyance used not correctly shown in the conveyance vouchers; even the dates of journeys were not shown in some vouchers.

(*iii*) Amounts in words not written in many vouchers.

(*iv*) Price of some magazines paid at varying rates at different centres.

(*v*) Mistakes in preparing duplicates of vouchers sent to the Chief Accountant.

(*vi*) Excess and short amounts billed for and paid in some conveyance vouchers.

(*vii*) For a bill of Rs. 10 for purchase of a foot ball As. 10 only were shown in the Contingent Register.

(*viii*) A voucher made out for daily news paper 'Lokamanya' for 30 days in June 1944 though there are no issues of the paper on Mondays.

(*ix*) The usual certificate that the balance in hand was counted and found correct not given in the register at the close of each month.

With a view to avoid duplication in writing detailed accounts of all vouchers in office and for observing uniformity at all the Welfare Centres, a suggestion has been made to the Executive Health Officer by Audit for maintaining Contingent Books at different centres. Reply is still awaited.

M.C.A. 402/I — 1-11-1944

At the surprise check of the imprest account of the Chief Accountant's Office on 28th October 1944 one anna and three pies were found short in the amount of advance of Rs. 15 held by the Desbpatch Clerk for postage. The clerk explained that the stamp of the same value was mixed up with some papers and was found on 30th October 1944.

(6) *Miscellaneous.*

M.C.A. 276/I — 29-8-1944

The permanent lessees of plots of lands (both of Municipal and Trust Schemes) have to pay to the Municipality one Rupee annual nominal rent. For this purpose an arrangement has been made with the lessees to deposit with the Municipality a sum of Rs. 50. The money so received from the lessees lies in the Surplus Municipal Balances and equivalent amounts are being invested in Government paper. The interest realised is credited to Rent Account to the extent of rent due and the balance to Revenue under interest and profit on investments of Surplus Balances, etc. Obviously the invest ment in paper is made by the Municipality at the risk and cost of the Municipality for their convenience, the party being entitled to receive Rs. 50 back in cash at any time. Thus the securities are purely Municipal and no income tax is chargeable therefor.

No exemption from Income-tax is however, asked for by the Chief Accountant on these securities. The Chief Accountant was advised to arrange for exemption but he writes to say that the securities are held on behalf of the lessees and no exemption can be claimed. This money is of the lessees but technically the holding of this money along with all other surplus fund balances in paper is Municipal for all practical purposes. I think it cannot be denied therefore, that these securities form part of the Surplus Municipal Fund investments.This view is supported by the fact that the balances of interest left after adjusting the rents due are appropriated as profits on investments of surplus balance. The Chief Accountant should, therefore, take early steps to claim necessary exemption of Income-tax on the securities which duly belong to the Corporation.

M.C.A. 125/I — 30-5-1945

In the Budget Estimates for the year 1944-45, the grant under III.—Education Primary, was shown as Rs. 52,78,679 as against sanctioned one of Rs. 53,67,479, *i.e.*, less by Rs. 88,800 (Corporation Resolution No. 1228, dated the 23rd March 1944).

M.C.A. 182/I — 30-6-1944

Following kinds of discrepancies were observed in the Registers of Securities furnished by the Municipal employees maintained in the Chief Accountant's Office and got rectified:—

(*i*) Securities discontinued without any remarks.
(*ii*) Designations and dates of appointments of employees furnishing securities not written.
(*iii*) In complete remarks and remarks in pencil and unattested remarks in some cases.
(*iv*) Period for which contribution made to the Fidelity Guarantee Insurance Fund incorrectly shown.

M.C.A. 3662/I — 19-5-1943

A human articulated skeleton was prepared by the laboratory attendants and other Municipal servants of the Anatomy Department and was supplied to the G. S. M. College. The Dean prepared a billin his own name and sanctioned the payment for distribution of the amount among the employees. Technically no Municipal Officer can sanction payment to himself although the amount is within his sanctioning powers. At the suggestion of Audit necessary sanction of the Municipal Commissioner was obtained.

M.C.A. 1967/I — 30-4-1941 & M.C.A. 1117/V — 14-5-1940

As reported last year realisations of fines imposed by the Presidency Magistrates for offences against provisions of the Municipal Act was a source of Municipal Revenue prior to 1st April 1939 by virtue of the provision of Section 111 of the Act. Legal title to this Revenue ceased since 1st April 1939 owing to Government of India Order 1937 (adaptation of Indian Law). Government of Bombay have since been paying grant-in-aid on the basis of realisations of fines paid into Government Treasury after meeting all expenses in connection therewith. Registers maintained to watch recoveries of outstanding fines by the Departments have been discontinued. The Chief Presidency Magistrate was requested by the Municipal Commissioner at the instance of audit to furnish the amount of outstanding fines as on 1st April 1939 and the recoveries made thereagainst during the succeeeding year and credited to the Municipal Fund as grant-in-aid. The statements submitted by the Chief Presidency Magistrate on 19th November 1942 revealed large variations in the amount of outstanding fines between the statement and the Departmental Registers as on 31st March 1939. Such statements for years ending 31st March 1942, 1943 and 1944 were also called for by the Municipal Commissioner on 28th June 1944 to which no reply has so far been received.

M.C.A. 601/I — 5-3-1945

Cash collections at cheap milk centres under the Government Subsidised Milk Scheme are paid direct in the Chief Accountant's Office by the managers concerned, while the classification of the money collected in respect of milk sold to (*a*) infants, (*b*) public and (*c*) excess is made in the Milk Office, which also prepares the daily remittance slip which is sent to the Chief Accountant and from which entries are made in the books of accounts. Such classified statements are some times unduly delayed. The procedure also involves duplication of work.

The Municipal Commissioner has, therefore, been requested to ask the Chief Accountant to do the needful to avoid delay and duplication of work. Reply is awaited.

M.C.A. 559/I — 12-2-1945

The staff engaged in the Government Subsidised Milk Scheme is required to handle cash and stores for the working of the milk centres and it is therefore necessary to obtain security from such staff.

A statement of such staff with securities fixed has therefore been called. Reply is awaited.

Questions of facts in accounts.

M.C.A. 4169/I — 16-2-1944

(*a*) An amount of £ 16 (Rs. 215-3-3) advanced to Mr. R. S. Nimbkar, Municipal Councillor in 1939 for attendances as a delegate of the Corporation at the Health Congress held in Scarborough, England, was found outstanding in the objection book, in absence of any detailed account of the expenses submitted by Mr. Nimbkar. The Chief Accountant for explanation submitted papers showing that Mr. Nimbkar was requested to render detailed account but he could not do so as his luggage and papers were destroyed by enemy action in London and the Commissioner accepted the

(*b*) As stated in the last year's report an excess of Rs. 95-9-0 was found with the pay-master in the Chief Accountants' Office in the balance of the provident fund claims passed during April and May 1942 and was credited to the deposit account. The reason of the excess not being traced after the accounts for the year were reconciled, the amount was passed for payment to the paymaster concerned. The Chief Accountant explained that his predecessor had passed the claim on the ground that the paymaster had mixed up the balance of provident fund advances and unpaid wages and had suffered a loss of Rs. 500 in payment of salaries on another occasion. It may be observed that it is not correct to pay over such excess found in the balances to the employees concerned unless the reasons are properly traced and they are definitely proved to be their own money and accordingly the payment was objected to in audit and was disallowed by the Commissioner. However, on a further representation being made by the ex-paymaster the Deputy Municipal Commissioner referred the case to the Legal Assistant who stated that the amount could be equitably paid to the employee as there was no grave dereliction of duty on his part and the Municipality was not to be put to any loss and accordingly the payment was made to him under the orders of the Deputy Municipal Commissioner. The question is not one of Law or equity, but one of facts in the accounting records which cannot prove that the amount belonged to the employee and not to the Municipality due to short payments which sometimes is the case.

M.C.A. 3090/I
20-9-1943

It may be observed that accounting records are an exact representation of facts and although the questions are minor ones the acceptance of final charges or claims without support of details or facts would amount to unusual treatment in accounts. In such unusual cases the procedure ought to be to seek previous approval of the Municipal Chief Auditor who as the final audit authority of the Corporation may or may not allow such charges and claims at his discretion to go finally in the books of accounts.

Budget grant for purchase of stores by the Controller of Stores has been supplemented by Rs. 6 lakhs raising it to Rs. 18 lakhs during 1944-45. As this was an abnormal increase, information has been called for showing articles of stores in or outside Stores Schedule which the Controller of Stores was called upon to purchase by the City Engineer for carrying out petty works departmentally.

M.C.A. 630-I
19-3-1945

It may be noted that there is an annual contract for carrying out petty works and in spite of that it is a matter for enquiry why petty works were undertaken departmentally on a large scale so as to necessitate market purchase of extra materials to the extent of Rs. 6 lakhs at high rates.

Information called for from the City Engineer is not yet received and it is not possible to offer any further remarks in the matter.

As reported last year some of the Road Rollers sold to the Government of India were not found recorded in the Plant and Machinery Register of the Chief Accountant. The Chief Accountant explained that only such Plant and Machinery for which depreciation is provided are entered in the Plant and Machinery Register in his office. He was, therefore, requested to take steps to see that all the Plant and Machinery from whichever source they were purchased and whether depreciation was provided or not were taken on the records so as to have necessary control over their utilization and disposal. He accordingly reports that the Departments have been asked to keep complete registers in the Departments showing all the Plant and Machinery in their charge. Machinery so recorded in the Departmental Registers should also undergo proper verification by the Test Audit Officer who informs me that the work of verification will be taken up as soon as the staff sanctioned for the purpose is made available to him.

M.C.A. 3976-I
22-10-1943

The question of completing the Plant and Machinery Registers and their verification by the Test Audit Officer was first raised by Audit in the yea r 1939-40 but has not reached any satisfactory stage of completion.

Plant and Machinery purchased out of Capital Funds during 1943-44 were found not entered in the Plant and Machinery Register maintained in the Chief Accountant's Office. It was necessary to keep this register posted upto-date to facilitate verification of the statements of Plant and Machinery sent by the Municipal Departments. The Chief Accountant was, therefore, requested to take the postinsg upto-date and total expenditure agreed with the figures appearing in the Appendix No. 9 of the Annual Accounts for 1943-44.

M.C.A. 408/I
4-11-1944

The needful has been done.

Plant and Machinery in charge of MunicipalDepartments.

Reports of the Departments in respect of the following observations appearing in the last year's Audit Report have not been still received:—

M.C.A. 4071/I
21-12-1943

"(1) Some of the machinery in charge of the City Engineer was stated to be unserviceable. It was therefore suggested that if the machinery was not required to be replaced the advanced amount should be adjusted.

"(2) Certain machinery in charge of the Hydraulic Engineer was certified to be in existence as on 31st March 1941 as per remarks in the Chief Accountants' books. In the statement for 31st March 1942, however, it was stated that the machinery was scrapped in 1939-40. Some machinery shown in the statement was also not on the Chief Accountant's books.

"(3) Some machinery shown in the statement against the Mechanical Engineer's Department was stated to be not in his charge by the Mechanical Engineer."

No statements for the year ending 31st March 1945 have been submitted duly verified by the Chief Accountant to the Municipal Chief Auditor along with the accounts for the year. Therefore the figures on account of machinery shown as assets in the Municipal Accounts without supporting certificate of their existence can not be vouchsafed.

Upto the time of writing this Report in August 1945, statements of Plant and Machinery in charge of several Municipal Departments with the verification certificates thereon of the Test Audit Officer are received for the year ending 31st March 1944 from the Departments of the Hydraulic Engineer, the Executive Health Officer, the Assistant Engineer (Architects), the Assistant Engineer (Drainage), the Officer Commanding Fire Services, Election and Town Duty Officer and the Assistant Engineer (Asphalt). The statements of the remaining Departments are still outstanding. It may be remarked here that these are matters not merely of accounting records required to be examined by the auditors at any future dates but live questions of certification as to the existence and verification of moveable properties of the Corporation which are money equivalent and should require prompt attention of the Accounting Authorities before making up and submission of the annual accounts each year.

M.C.A. 2989/I
4-8-1942

It is trusted that in future prompt attention will be given to submit these statements along with the annual accounts.

Certain lessees of Improvements Schemes or Municipal plots, who had to pay a nominal ground rent of rupee one per year, placed a permanent deposit of Rs. 50 with the Municipality (with option to return it to the lessees at any time) to hold it for the benefit of themselves or their assignees and to meet out of the income derived therefrom the rental of rupee one per annum payable by them. Under this arrangement, the money so received from the lessees is credited to their account and form part of our Cash Balances in the Surplus Fund and are invested in public securities at the risk and cost of the Municipality. Out of the income received from the securities, the amount required for rental charges at rupee one per annum is credited to rent account and the excess to the Improvement Schemes or Municipal Revenues as the case may be. The investment of Rs. 15,368 so made out of these moneys appears in the Municipal Balance Sheet under the Heading "Investment of Surplus Moneys in public securities," on the Assets Side and is represented on the Liabilities Side by cash deposits under the item "Deposits in cash and public securities from contractors and private parties." The face value of securities should accordingly appear on the Assets Side in the Balance Sheet under "Investment of Surplus Moneys, etc." in the column for face value of securities against Rs. 15,368 just in the same manner as all other Municipal securities with the Imperial Bank are shown therein. Instead of that, these particular securities are credited (for face value) to depositors' account and debited to the account of contractors' securities with the Imperial Bank of India, with the result that the depositors' account is credited twice over (once for cash and again for face value of securities purchased out of that cash). Thus the amount of Rs. 1,06,34,346 shown in the Balance Sheet (Appendix No. 5) as deposits in cash and public securities from contractors and private parties includes a sum of Rs. 16,800 (face value of securities) in addition to the cash of Rs. 15,368. This is not a correct representation of the transaction in the Balance Sheet and is due to a wrong treatment of the transaction in the accounts.

M.C.A. 960/I
19-9-1935

Gardens.—The Stock Registers for consumable and non-consumable stores and dead stock in the Head Office were last verified by the Stock Verifiers on 7th January 1942. Since then the stock at the Gardens has not undergone any check. The registers also do not bear initials of the Overseer in charge in token of his having exercised a periodical check of articles in stock with the Store-keeper. In addition to the registers of stock in the Garden Office for articles issued to the public gardens a separate register is maintained showing balances of each kind of articles with each garden from time to time. This register and the stock shown therein with the public gardens never undergoes any check at the hands of the Stock-verifier. The register also does not show any initials or attestations of the Over-seer in charge in token of his having exercised any periodical checks over the actual articles in hand with the garden malis.

Requisitions made to the Departments for papers or informations in connection with the following matters are not yet complied with inspite of several reminders:—

Serial No.	Case No. and Date.		Subject.
1	M.C.A. 3969/I of 22-10-1943	... *Re*:	Municipal articles lost on the salvage work at the collapsed building at Jamshedji Tata Rd.
2	M.C.A. 4198/I of 24-2-1944	... *Re*:	Creation of temporary posts for staff on private streets.
3	M.C.A. 131/I of 1-6-1944	... *Re*:	Excess deductions made from the wages of a Labourer, Hawker's Branch.
4	M.C.A. 441/I of 21-11-1944	... *Re*:	Disparity between the budgeted figures and actual revenue collected upto 30-9-1944
5	M.C.A. 497/I of 30-12-1944	... *Re*:	Double recovery of provident fund subscriptions from the salary of an employee in the Health Department.
6	M.C.A. 537/I of 29-1-1945	... *Re*:	Certain charges booked against a particular budget grant.
	M.C.A. 539/I of 29-1-1945	...	Do. do. do.
8	M.C.A. 540/I of 29-1-1945	...	Do... do. do.
9	M.C.A. 560/I of 12-2-1945	... *Re*:	Short and excess recoveries of provident fund subscriptions in a pay bill.
10	M.C.A. 561/I of 13-2-1945	... *Re*:	Laying of sludge gas pipe to K. E. M. Hospital.
11	M.C.A. 629/I of 14-3-1945	... *Re*:	Excess recovery of provident fund.
12	M.C.A. 648/I of 31-3-1945	... *Re*:	Indent not attached to a bill.
13	M.C.A. 4235/I of 27-3-1944	... *Re*:	Debit to grant for 1943-44 for charges incurred during 1942-43.
14	M.C.A. 636/I of 22-3-1945	... *Re*:	A voucher on account of bill of cost of Messrs. Crawford, Bayley & Company.
15	M.C.A. 240/I of 3-8-1944	... *Re*:	Payment of Rs. 1,00,000 to a Contractor for removing debris.
16	M.C.A. 111/I of 22-5-1944	... *Re*:	Various advances made to the officer-in-charge of Relief Work in connection with the explosion of 14-4-1944.

Assessment Department.

This is the main revenue earning Department of the Corporation. Rules and regulations for the assessment and collection of revenue have been embodied in the Assessment Manual. Though some improvement is noticed in this department in the work of presentation of bills and serving of demand notices since the question of delay in recoveries was taken up by audit in the year 1938-39, yet there appears to be much scope for improvement in expediting recoveries by early legal action and in completing the revaluations of owner occupied properties and open lands in the City. It seems desirable to subject such properties to a periodical test check by an independent officer. Such a practice would go a long way to insure alertness on the part of the departmental officers. The number of bills left outstanding in respect of property taxes and wheel tax as on 31st March 1945 was 22,031 aggregating to Rs. 41,43,758-2-5 as against 21,821 aggregating to Rs. 33,20,076-9-9 in the previous year. The outstanding of Rs. 41,43,758-2-5 is inclusive of the Urban Immovable Property Tax amounting to Rs. 9,61,848-13-0.

Filing of Suits.

Since additional staff has now been given to the Legal Assistant's Department for the purpose of expediting legal action (*vide* Corporation Resolution No. 1216, dated the 13th March 1944), it is hoped that swift timely action will now be taken against defaulters to effect recovery of taxes.

Amongst the bills outstanding on 31st March 1945, about 1,400 bills were found enfaced for part-payment of water or other taxes and some of these were even enfaced for part-payments more than once. This leads one to believe that the house owners by such part-payments try to delay the legal action to be taken against them by the Municipality with the consequent result in accumulation of arrears.

Reconciliation of Books.

M.C.A. 3681/IV, 27-5-1943 & M.C.A. 766/IV, 30-5-1945

The Chief Accountant and the Assessor and Collector have not submitted for audit a reconciled statement of account for the year 1944-45. In the circumstances, the accounts of rates and taxes presented to audit and to the Corporation have remained unbalanced and unreconciled as heretofore and therefore it is not possible for the Municipal Chief Auditor to vouchsafe the accuracy of the figures of collections as on the bill books of the Assessment Department and the books of the Accounts Department severally and interse.

Books.

M.C.A. 3935/IV, 30-9-1943 & 16-4-1945

On being pointed out by audit that the different sections of Assessor and Collector's Department had not completed the registers for the year 1942-43, instructions were issued by him to the staff to do the needful. Fresh instructions were also issued by him in connection with the maintenance of the account of the demand and outstanding of notice and warrant fees, etc. As regards closing of form IV (wheel tax registers) he stated that it involved immense labour, clerical energy and time and suggested that as usual the number of motor vehicles taxed for the quarter would be shown in the last volume of each ward and the figures of revised demand quarter by quarter as actually worked out from the bill books would also be shown therein. Audit disagreed with this suggestion as it was not possible under such a system to test the correctness of the total amount of bills issued during the year and shown in the bill-books with the wheel-tax registers. As the form IV for the year 1943-44 was not also closed as required, a further reference was made to the Assessor and collector to do the needful early. His reply is awaited.

M.C.A. 2301/IV, 2-10-1941

The amount of collection of bill No. D14039 for Rs. 188-15-0 for 2nd half of 1939-40 and the notice fees were shown in pencil instead of in ink in the summary bill book of 1940-41. The date of payment was not mentioned and the amount was found included in the page total of collection. Similarly on page 85 of the same bill book two items of notice fees were shown in the column for collection without showing date of payment and included in the page total. The Assessor and Collector was asked on 2nd October 1941 to complete the entries in the bill book by giving dates of recoveries. Three years after, the Assessor and Collector replied that the record for the year 1940-41, during which the collection of the bill and the notice fees was made, had been destroyed and the actual dates of collection could not be ascertained. He, however, certified that the bill and the notice fees were actually recovered. This was brought to the notice of the Commissioner. Audit would have found no difficulty to accept the Assessor and Collector's certificate in this respect if the totals of collections shown in his bill books were reconciled with the revenue collections shown in the Chief Accountant's books. In spite of audit insistence, year after year, nothing seems to have been done to effect such reconciliation by any of the departments.

Outstanding Bills.

Among the bills outstanding on 31st March 1945, 1,438 bills were found partly paid in respect of water tax, etc., as under:—

A Ward	...	127
B Ward	...	209
C Ward	...	114
D Ward	...	391
E Ward	...	155
F Ward	...	140
G Ward	...	302
Total	...	1,438

The part payment of bills is a favourite method with certain rate payers to cause delay in taking legal action for the recovery of taxes. Such part payments are not casual but is a sort of procedure followed by some parties against whom balances of bills remain hanging year after year. Postponement of legal action against them on receipt of part payments is, therefore, a sort of encouragement to them in these kinds of tactics.

M.C.A. 385/IV, 30-10-1944 and 5-4-1945.

It was noticed by audit in one case that though the name of the assessees appeared in the Telephone Directory having a telephone connection in C Ward, an amount of Rs. 4 due from them in respect of A Ward bill No. 2121/2013 for 2 hand carts for the quarter ending 30th June 1943 were written off (*Vide* S.C.R. No. 1879 dated the 1st March 1944) on the ground that the assessees were not traceable. This was brought to the notice of the Assessor and Collector who traced out the parties in C Ward and recovered the bill on 29th November 1944.

M.C.A. 581/IV, 17-2-1945

Bills for the period prior to January 1939 in respect of the property C Ward No. 3569, Street No. 13, Tadwadi, were written off as irrecoverable (*Vide* S.C.R. No. 1514, dated the 20th December 1944). The same property was however acquired by the City Engineer in January 1939, and the amount of compensation in respect thereof was paid to the party in March 1939 without ascertaining and deducting the Municipal dues therefrom. Explanation of the City Engineer has been called for but not yet received.

Defects of the following kinds were noticed in the Outstanding Bills:—

M.C.A. 55/IV, 5-5-1944 — (1) Bills receipted in advance.

M.C.A. 77/IV, 10-5-1944 — (2) Amount written in words and in figures differed in some bills.

M.C.A. 54/IV, 5-5-1944 — (3) Duplicate bills produced for audit.

M.C.A. 72/IV, 10-5-1944 — (4) Bills not produced for audit.

In most of these cases the needful was got done. In some cases the Assessor and Collector's reply is awaited. In several cases differences were found in the figures of outstanding bills in the Ward Office Abstracts and in the Head Office Ledgers and got reconciled.

M.C.A. 61/IV / 8-5-1944; M.C.A. 73/IV / 10-5-1944; M.C.A. 62/IV / 8-5-1944; M.C.A. 78/IV / 10-5-1944

The Head Office Ledger of D Ward for the tax on vehicles and animals relating to the period prior to the year 1942-43 was not made available for audit. The Assessor and Collector informed audit that in spite of strenuous efforts the same was not traceable. The Deputy Municipal Commissioner directed the Assessor and Collector to continue the attempts to trace the ledger. The Assessor and Collector's reply is still awaited.

M.C.A. 127/IV / 31-5-1944; M.C.A. 126/IV / 31-5-1944

The Assessor and Collector was requested to furnish certificates from the Legal Assistant for bills shown as outstanding on 1st April 1944 and lodged in Court as exhibits. The certificates have not been received so far.

M.C.A. 71/IV / 10-5-1944

Six bills were written off under Standing Committee Resolution No. 2015, dated the 29th March 1944 but were shown outstanding on 1st April 1944. The Assessor and Collector explained that the recall memo in respect of the 6 bills written off on 29th March 1944 were sent to the wards on 30th March 1944 but as the bills were not received from them by 1st April 1944, they were shown as outstanding on that date.

M.C.A. 214/IV / 14-7-1944

In several cases of Wheel Tax bills written off, the following defects were noticed :—

M.C.A. 4073/IV / 23-12-1943

(*i*) Presentations of the bills to the parties were much delayed.

M.C.A. 3929/IV / 28-9-1943

(*ii*) Some of the bills due from parties who had joined the war services were written off. It would have been advisable to keep these bills pending till the end of the war and to try to recover them wherever possible. Time bar does not come in the way of parties who are willing to honour their debts when demanded.

(*iii*) Some bills written off were against persons whose assets were in charge of the Custodian of Enemy Property. There was no haste to remove these bills from the outstanding lists till the Government saw their way to settle the claims even after the end of war.

This tendency of going in for write off before tapping all sources of recovery was also evidenced in another case No. M.C.A. 38/IV/ of 30-10-1944, where the bill was written off before the expiration of the limitation period on the ground that the assessees were not traceable though actually their names continued to appear in the Telephone Directory.

Drawbacks.

In certain drawback cases vacancies mentioned by the Superintendent in his monthly inspection statement did not agree with those mentioned in the declaration forms. The Assessor and Collector explained that the disparity was due to the fact that some of the vacant holdings became occupied before the dates of inspection and due to conflicting information received by the ward inspector from the tenants of the property who were illiterate.

M.C.A. 46/IV / 29-4-1944

A room in the drawback claim in respect of property bearing C Ward Nos. 186-187 was certified by the Superintendent as vacant from 7th January 1943 to 4th May 1943 (for nearly 4 months) while the owner had declared it to be vacant from 1st January 1943 to 31st January 1943. (*i.e.*, for a month only). The Assessor and Collector explained that it was through inadvertence of the Superintendent, that the loss was calculated for four months. He also admitted that the irregularity pointed out by audit disclosed the slipshod manner in which the case was disposed of by the Superintendent and the Ward Inspector. The entries in the Field Book also did not conform to the certificate given on the Drawback claim. The Superintendent and the Inspector were censured for negligence by the Municipal Commissioner.

M.C.A. 397/IV / 31-10-1944

In another drawback case of property No. C Ward 5425, the staff concerned was warned by the Deputy Municipal Commissioner to be more careful in calculating the period of vacancies, etc. in future on being pointed out by audit that the loss in the case was erroneously calculated for 5 months instead of for 4 months.

M.C.A. 4231/IV / 31-3-1944

Refund of drawback of Urban Immovable Property Tax in respect of a property belonging to one party was passed in favour of the owner of another property and *vice versa*. The matter was got rectified by making recovery of excess payment from one and paying it over to the other.

M.C.A. 3901/IV / 21-9-1943

Refunds.

Refund for vacancy of Shop No. 65 of Property C Ward No. 5177 was allowed for the half year ended 30th September 1942 after deducting rent for the stall in front thereof, while refund for Shop No. 67-A of the same property was allowed without making such deduction. The Assessor and Collector explained that the rateable value of the property which was then in force, did not include the rents of the stalls in front of the shops and therefore the deduction in rent made in respect of the shop No. 65 was not correct and that refund was correctly allowed in respect of the other shop and a supplementary claim for refund in respect of the shop No. 65 was passed. To a further audit query as to whether the stalls were duly valued and assessed, the Assessor and Collector explained that the rents of the shops were fixed higher by the owners in expectation of sub-lettings which were usual in that locality. This means, the shops were valued with the stalls as one unit and if that is so, refunds for the partial vacancies of shops only could not have been made.

M.C.A. 3834/IV / 16-8-1943

In this case a discrepancy was noticed between the date up to which refund was allowed and the date upto which the premises were reported as vacant by the Superintendent. The Assessor and Collector explained that the date shown by the Superintendent was incorrect due to confusion on account of the rooms having been renumbered by the owner. It was set right.

M.C.A. 115/IV — 24-5-1944

In this case although the refund of general and water-tax was allowed, the water connection was not closed. The Hydraulic Engineer explained that the connection could not be closed as the water taps in the gardens attached to two other properties received supply from that connection. It was then enquired of the Hydraulic Engineer as to why the supply was not metered. He explained that the gardens contained only small shrubs watered by water cans and did not consume much water.

M.C.A. 4166/IV — 11-2-1944

In this case of refund relating to the period ending 30th September 1941, the vacancy report was not issued till 9th December 1941. There were no verification notes of the inspecting officers on the vacancy. The Assessor and Collector explained that the party by his letter, dated the 7th April 1941 applied for refund in respect of the said property for the vacancy for the previous half year and also gave notice of continued vacancy for the 1st half of 1941-42. This letter was not construed by the Assessor and Collector's staff as notice for vacancy for 1st half of 1941-42 and was treated only as an application for refund for the previous period. The mistake came to the notice of the department when the party applied for refund for the 1st half of 1941-42 on 8th October 1941, and hence verification report could not be called for in time.

M.C.A. 3704/IV — 19-6-1943

Refund on account of vacant land in B Ward was allowed for the 2nd half of 1943-44 although the Superintendent had reported that the land was used for trade purposes and as residence by one person and although no reply was received by the Assessor and Collector to his letter, dated the 2nd February 1944 asking the party to state the date from which the land was let. To an audit query the Assessor and Collector explained that the land was temporarily occupied by the unauthorized hawkers and hence refund was allowed.

M.C.A. 435/IV — 20-11-1944

Refund of water tax was allowed in case of vacancy of property D Ward No. 338 for the 2nd half 1942-43, although the party had not given notice to stop water supply to the vacant premises as required under Section 177 of the Municipal Act. In reply to an audit query the Assessor and Collector explained that the party had asked, in his notice of vacancy, refund of all taxes. His words "all taxes" were construed to include water tax, and it was an indirect intimation to stop water supply. Instructions are however now issued by the Assessor and Collector to his staff not to allow refund of water tax in such cases in future.

M.C.A. 219/IV — 20-7-1944

In this case a refund of Re. 1 allowed in excess was got recovered from the party.

M.C.A. 4232/IV — 31-3-1944

In the refund cases for the half years ended 30th September 1941, 31st March 1942 and 30th September 1942 in respect of D Ward property bearing No. 3646(4), an amount of Rs. 10-9-0 was found refunded in excess and was got recovered.

M.C.A. 101/IV — 17-5-1944

Refund on account of vacancy of the plot of land bearing D Ward No. 3514 (1AB) was allowed for the 2nd half 1943-44 although it was used for growing vegetables as stated in the vacancy report. The Assessor and Collector's explanation is awaited.

M.C.A. 468/IV — 8-12-1944

Valuations.

Certaidvertisement hoardings fixed on the properties belonging to Panjrapole since 1936-37 were found to have remained unassessed upto 1942-43. The Assessor and Collector explained that the section wherein the advertisement hoardings were situated was mainly in charge of two ward inspectors whose duty it was to see during their annual inspection of every property that no property escaped assessment. One of them was punished for his lapses in connection with a Drawback case and reduced from the post of Deputy Superintendent to the post of Assistant Superintendent, and the other had left Municipal service.

M.C.A. 70/IV — 10-5-1944

In one Tabulated Ward Report it was stated that an additional pavilion was built upon, completed and occupied since 1st October 1942, yet the increase in valuation on that account was found to have been given effect to from 1st December 1943. On audit query the Assessor and Collector explained that the date of construction and occupancy shown as 1st October 1942 in the T.W.R. was through oversight.

M.C.A. 242/IV — 3-8-1944

A proposal to increase the valuation of a property as a case of rise in rents was postponed on the ground that the 4th floor block fetching a rent of Rs. 490 per month was vacated by a tenant. Audit enquired as to whether a fresh proposal for increase was subsequently made. The Assessor and Collector explained that the fourth floor was since occupied by the owner and was valued at Rs. 155 per month. He also explained that against Rs. 490 at which the block was let in 1939-40 looking to the area, air, light, etc., the block occupied by the owner was reasonably assessed at Rs. 155 per month.

M.C.A. 347/IV — 13-10-1944

The valuation of the land bearing G Ward No. 4039(1A) was cancelled on the ground that it served since 1st November 1943 as an amenity to the main building under G Ward No. 4039(1). To an audit query whether the valuation of the latter property was correspondingly increased since 1st November 1943, the Assessor and Collector replied that before the shed represented by G Ward No. 4039(1A) was erected, the land covered by the same was only an amenity to the main building assessed under G Ward No. 4039(1). When the shed was separated from that building no proportionate reduction was made in the valuation of the building. Consequently when the shed was demolished and the land covered by the same reverted as an amenity of the main building as before, there was no ground for an increase in valuation of the main building.

M.C.A. 67/IV — 10-5-1944

A tiled shed bearing G Ward No. 460(3) was assessed at monthly rent of Rs. 10. The Assessor and Collector was asked to state the basis on which the rent of Rs. 10 per month had been adopted, as the rate of rent per brass appeared rather low. He explained that if the shed were converted into 3 single room tenements they would fetch a monthly rent of Rs. 9 only.

M.C.A. 106/IV — 18-5-1944

M.C.A. 4103/IV
10-1-1944

The property bearing B Ward No. 3019 was treated by the Assessor and Collector as vacant and under repairs from 21st June 1943 as per the party's letter dated the 18th June 1943, whereas according to the Hydraulic Engineer it was occupied up to the middle of August 1943. The Assessor and Collector and the Hydraulic Engineer were asked to reconcile their statements. The Assessor and Collector reported that the property in question was inspected by the Ward Inspector, the Deputy Superintendent and the Assistant Assessor on different dates in the month of July 1943 *viz.*, 13th July 1943, 22nd July 1943 and 26th July 1943 and all of them found the 2nd floor as well as other floors entirely vacant. The property was again inspected on 9th August 1943 by the Ward Inspector when also it was found vacant. The Hydraulic Engineer, however, reported that the ground and the 2nd floor of the property were found occupied on inspection on 6th July 1943 and the owner of the premises was even informed, by a letter, dated the 12th July 1943 that the water supply which was common to all the floors, could not be closed as the ground and the 2nd floor tenants would be inconvenienced. Again on inspection by his staff on 11th August 1943 the 2nd floor was found occupied and the owner as well as the Assessor and Collector were intimated about it. On subsequent visit of the premises on 2nd September 1943 the 2nd floor was found vacant. As the reports of both the departments were thus conflicting, the Deputy Municipal Commissioner asked them to have a joint inspection of the property and to submit a joint report. The Hydraulic Engineer reported that certain persons who were found on the ground floor of the property at the time of joint inspection on 18th July 1944 were the very persons who were found occupying the 2nd floor when the property was previously inspected by his Inspector on 11th August 1943. On the other hand the Assessor and Collector reported that the Hydraulic Engineer had informed the party by his letter, dated the 17th August 1943 that the 3rd floor of the property was occupied but by a subsequent letter, dated the 15th September 1943 he had corrected that statement and informed the party that it was the 2nd floor and not the 3rd floor as the property consisted of a ground and two upper floors only. From the definite but contradictory assertions made by the two departments as to the existence or non-existence of the vacancy it is difficult to make out the truth.

M.C.A. 396/IV
31-10-1944

In a complaint case the rent of Rs. 570 for three godowns on the ground floor of a property entered as "stated" rent in the Tabulated Ward Report, was reduced to Rs. 365. It was, therefore, enquired by Audit how "stated" rent could be reduced. The Assessor and Collector explained that at the time of inspection of the property by the ward staff, two of the godowns were locked and the tenant of the third who paid a rent of Rs. 190 per month intimated that the rents of the other godowns must be the same as that paid by him. All the 3 godowns were thus taken at Rs. 190 each in the T.W.R. The owner complained against the value based on this rent. Subsequent inquiries and the party's statement at the hearing of the complaint revealed that the rent of the three godowns was Rs. 365 per month.

M.C.A. 359/IV
21-10-1944

A land with two cocoanut trees was assessed at Rs. 4 per tree. To an audit query as to why the land should not be assessed on cost basis the Assessor and Collector explained that the land was an amenity to the house of the same owner assessed under G Ward 2593(1) and should not be separately assessed on cost basis and the valuation based on the yield of the trees would be cancelled if the trees fall down.

M.C.A. 649/IV
31-3-1945

Under Tabulated Ward Report No. 329, dated the 15th September 1944, the valuation of property bearing D Ward No. 2555(6D) was proposed to be increased with effect from 1st April 1944. In estimating the increase, the scale of increase in rents from floor to floor up to the fourth floor was not maintained in estimating the rent for the 5th floor. On enquiry the Assessor and Collector explained that the area of the 5th floor was only 972.70 square feet as against 1,757.76 square feet of the 4th floor, but through mistake the areas of both these floors were reported in the Tabulated Ward Report to be the same. The Deputy Municipal Commissioner warned the staff concerned to be more careful in future while reporting the areas in such cases.

M.C.A. 595/IV
1-3-1945

In the Tabulated Ward No. 579, dated the 15th November 1944 of F Ward, rent of the 1st floor of the property bearing Ward No. 2707 occupied by the owner was estimated at Rs. 20 as against Rs. 25 for the ground floor occupied by his nephew. Audit enquired as to why the rent of the 1st floor was lower than that of the ground floor. The Assessor and Collector replied that the rent of the 1st floor was correctly estimated, as it was not a regular floor and there were no sanitary arrangements on that floor and the occupier of the 1st floor had to go to the ground floor for water and privy.

M.C.A. 435/IV
20-11-1944

The rateable value of the property bearing D Ward No. 3196 (1D) was reduced from Rs. 815 to Rs. 410 with effect from 23rd February 1944 due to demolition of an out house. The land was converted into a garden forming an amenity to the property bearing D Ward No. 3196 (4A). Audit enquired whether the valuation of the latter property was correspondingly increased. The Assessor and Collector replied that the property D Ward No. 3196 (1D) originally represented an out-house with 6 rooms and 2 garages. As a portion of this shed consisting of the 6 rooms was demolished, its value was modified on the basis of the rent of the remaining portion, *viz.*, the garages. As the site of the demolished portion which was converted into a garden, had no separate letting value, it was treated as an amenity to the main house assessed under D Ward No. 3196 (4 A).

M.C.A. 613/IV
8-3-1945

In revising the valuation of the property D Ward No. 3440(1) a garage mentioned in the Tabulated Ward Report had not been taken into consideration in calculating the rateable value. To an audit query the Assessor and Collector replied that two bungalows in this compound bearing ward Nos. 3440(1) and 3440(2) had a common garage. The rent charged to the tenants of both these bungalows was inclusive of the use of the garages and hence the garages were not valued separately. From the particulars given in the Tabulated Ward Report it could not be made out that the rent of the bungalow was inclusive of rent of the garage. The Municipal Commissioner, was, therefore, requested to issue orders to the Assessor and Collector's staff to record in the Tabulated Ward Report full details of portions of properties the valuations of which were not independently shown.

M.C.A. 313/IV
22-9-1944

In response to an audit inquiry as to whether there were any orders specifying the period within which the valuations of all the properties in the wards should be examined by the Ward Superintendents and the Assistant Assessors and if so whether any register was maintained showing that the valuations of all the properties had been duly examined by them within that period, the Assessor and Collector forwarded the following explanation for information with the approval of the Commissioner:—

"There was a departmental order, dated the 11th April 1932 directing that every property in the ward should be inspected by the Superintendent or his Deputy at least once in 3 years and that a register should be maintained of the properties so inspected. Monthly statements showing the progress of ins-

pection and fortnightly returns of properties tested by the Superintendents for reporting on the Tabulated Ward Reports were required to be submitted. This practice however appears to have been discontinued since long.

"A systematic and serial check of properties to ensure that no property escapes assessment has been already introduced, *vide* item 6 of the Minutes of the Conference held on 21st August 1943. To implement this check, I have now directed that the order dated the 11th April 1932, should be brought again into force and strictly complied with. The Superintendents have, however, since represented to me that the 3 years limit should be raised to 5 years as in view of the enormous development of the City it is not possible to keep to their daily average on the 3 years basis. I fully appreciate their difficulty and propose to fix the period at 5 years. This is also the period fixed for revision of Government and Port Trust properties in the City. The English Acts also contemplate a complete revision once in 5 years.

"As for Assistant Assessors, the Assessment Manual provides that they should inspect about 25 per cent of the Tabulated Ward Report proposals. The manual, however, was compiled in 1882 *i.e.*, over 60 years ago and since then the City has developed beyond recognition. In view of their multifarious duties the Assistant Assessors find it well nigh impossible to adhere to this percentage. Yet they do their utmost to inspect as far as possible all important properties and complicated cases of assessment.

"I have recently issued instructions that all properties the valuations of which have remained unaltered during the last 5 years should be personally seen by the Superintendents and Deputy Superintendents and a report made if a revision in any case is called for. A list of such properties has already been made and the properties are being inspected and brought on the rise where necesary."

It will be seen from the above that the orders of 1932 requiring the Superintendents and Deputy Superintendents to examine all the properties within a period of 3 years and for maintaining a regular register of the properties so examined had long since fallen into disuse and have been revived as a result of audit note with a modification that the period covering the examination of all the properties should be five years instead of 3 years. Thus a definite programme has been fixed so far as the work of the ward superintendents is concerned and it is hoped that audit will get clear record of the examinations carried out by the ward Superintendents at the end of each year under these orders. However the Assessor and Collector's reply that Assistant Assessors will do the utmost to inspect as far as possible all important properties and complicated cases of assessment is not satisfactory. They may have yet other duties to perform but there must be a definite rule requiring them to bring their work in this respect to a certain specified minimum without which necessary control over the work of the Superintendents cannot be brought except in cases which are brought before the Assistant Assessor in a routine manner.

Water By meter measurement.

The following omissions and irregularities found in the Meter Reading Register were brought to the notice of the department and got rectified :—

M.C.A. 253/IV — 10-8-1944 (1) Some recoveries of meter hire not noted in the Meter Reading Register.

M.C.A. 3908/IV — 23-9-1943 (2) Some cases of water consumption not noted in the register or incorrectly noted or changed subsequently without attestations.

M.C.A. 4242/IV — 29-3-1944 (3) Bills in two cases not issued although the figures of water consumption were filled up.

M.C.A. 386/IV — 30-6-1944 (4) Size of the meter incorrectly noted in one case.

M.C.A. 4243/IV — 29-3-1944 (5) Bills for meter hire not issued in four cases.

Replies to audit references in connection with the following defects in the Meter Reading Registers are still awaited :—

M.C.A. 517/IV — 9-1-1945 (1) Notes of recoveries not taken in the Meter Reading Register for 1943-44 in 13 cases,

M.C.A. 518/IV — 9-1-1945 (2) Figures of consumption of water not noted in the Meter Reading Register in 4 cases, and

(3) One case of a property described as Dhobighat and Dyework (*Vide* entry No. 176 on page 5 of F Ward Meter Reading Register for 1943-44) charged at As. 12 per 1,000 gallons although it was charged at As. 14 for the previous half year ending 31st March 1943.

M.C.A. 3894/IV — 18-12-1943 Water by meter measurement at the property B Ward No. 4459-5149 was charged at As. 12 per 1,000 gallons instead of at As. 14 for the period from April to September 1943. The short recovery of Rs. 119-2-0 was got made.

M.C.A. 502/IV — 2-1-1945 The property bearing F Ward No. 2041(1) described as Dhobi Ghat and Dye Works had been charged the rate of As. 12 per 1,000 gallons since the half year ending 30th September 1943 instead of at As. 14. The short recovery of Rs. 230-15-0 was got made.

M.C.A. 360/IV — 21-11-1944 A horse stable belonging to the Western India Turf Club bearing D Ward No. 3907(2) was charged water by meter measurement at the rate of As. 14 per 1,000 gallons for the half year ending 31st March 1944. The Assessor and Collector has been asked to state whether the stable is a building appurtenant to the race course and if so, why it has not been charged at Re. 1 per 1,000 gallons. Reply is awaited.

Compounded Water Tax.

M.C.A. 176/IV — 4-6-1944 Certain properties representing Dharamshalas were charged for water at a compounded rate without recording relevant facts as to whether any fees were charged therein or not. Some other properties were also similarly charged a compounded rate, although there was no provision to that effect in the Water Charges Rules. Explanations were called for and needful was got done to regularise the matter.

M.C.A. 2915/IV — 29-6-1942

Certain goshalas, cowsheds, servant quarters, godown used as a residence of pujari and the Panjrapole property were being charged compounded water rate though they did not appear to have been covered by the Water Charges Rules for exemption from Water Tax. The Assessor and Collector being asked to explain, stated that the ghoshalas were an adjunct to the temple and they were therefore treated as the places for public worship and exempted from the water tax on value. On this the Commissioner decided that the number of the cows for worship in each goshala should be restricted to 6 and the compounded water tax may be allowed only in respect thereof. The exemption in respect of other properties were cancelled as they were no longer used as goshalas.

As regards the property described as "godown used as residence of the pujari" it actually consisted of three godowns and exemption was allowed only for that portion which was used as a godown for storing hay for the animals in the Panjrapole. As for the Panjrapole property, though it was justifiable to charge general tax and water tax for the portion where trade or business in milk was being carried on, it was considered by the Commissioner as advisable to continue the exemption and the levy of compounded water rate, as he thought it inexpedient to disturb a practice in which the Municipality had acquiesced for so many years past.

Miscellaneous.

M.C.A. 361/IV — 21-10-1944

On enquiry as to why the property bearing A Ward No. 3227 (1BBB) str. No. 197 AM was granted exemption from the General Tax, the Assessor and Collector explained that the property represented a cow shed erected in the year 1928 by the Trustees of the Alandi Dharma Kata on a plot of Municipal land in the compound of Arthur C. Market which was let at a nominal ground rent of Re. 1. The cows kept in the shed were being worshipped by the Maratha Community.

M.C.A. 306/IV — 16-2-1945

The Assessor and Collector was asked to state the action taken for the recovery of arrears of water tax in respect of the portion of property bearing E Ward Nos. 4691-93 which escaped to be taxed either by meter measurement or on valuation since the year 1933-34. No reply is still received.

M.C.A. 352/IV — 13-10-1944; M.C.A. 353/IV — 13-10-1944; M.C.A. 384/IV — 30-10-1944

In several cases exemption from General tax was found to have been given to places used for caste-dining purposes or used for storing vessels or for cooking purposes in connection therewith or occupied as residence by watchman for caste dining place. Similarly in case of a temple with pujari's residence, the pujari's residence was found to have been exempted. The Assessor and Collector was therefore asked to explain whether any fees were being charged in connection with these caste-dining places and if so how could they be exempted from general tax and why the residences of the watchman and the pujari were exempted from General Tax. He replied that all the caste-dining places in the City were exempted from general tax as only nominal charges were being recovered for using the utensils and other articles and for consumption of electric energy. With regard to the Watchman's residence, as the watchman's services were required in connection with the caste dining place, the exemption was allowed. Similarly with regard to pujari's residence exemption was allowed as the pujari's presence was quite necessary for the temple on the ground floor.

In this connection the Assessor and Collector was further asked to send a copy of legal opinion, if any, showing that the word "Charitable" as used in Section 143 of the Municipal Act covered caste-dining halls and other places. His reply is awaited.

M.C.A. 573/IV — 16-2-1945

It was noticed that the property bearing F Ward No. 4022 (1-2) and comprising a house and a zawli shed was not charged Halalkhore-tax although it had privy accommodation. The Assessor and Collector has been asked to account for the omission. Reply is awaited.

M.C.A. 60/IV — 8-5-1944

It was enquired of the City Engineer as to when the street number plates were affixed to the properties bearing F Ward No. 4806(3), 5187(4), and 5188 and to state the cause of delay in preparing bills therefor. He explained that the street number plates were fixed in the year 1939. At the end of the year 1941-42 the staff specially employed for the house-numbering work was disbanded and that work was transferred to the Buildings Branch. On taking a survey of the work done then, it was found that no bills were issued for the plates under reference. Bills were therefore prepared and sent to the Assessor and Collector for recovery on 3rd February 1942.

M.C.A. 592/IV — 28-2-1945

The Assessor and Collector's reply to certain defects noticed in the test check of receipt books is awaited

Wheel Tax.

During the year, nearly 1568 cases were noticed as a result of test-check of 25 per cent of the entries in the wheel-tax registers, wherein no bills were issued by the Department for tax on vehicles, animals, etc. Out of these, replies for 386 cases have so far been received from the Assessor and Collector to the effect that either the bills were issued or that the vehilces were not chargeable on account of their removal from the City or their being under repairs, etc. 1,182 cases still remain unreplied. This year as usual the lists of outstandings are not attached owing to scarcity of paper.

It was observed that the Assessment Department did not take proper notes in the registers whenever the vehicles were transferred from one place to another and as a result no certainty was felt whether a particular vehicle (against which no remark of bill appeared) was taxed in any other ward or not. The Department was written to several times to avoid this omission but this irregularity still continues.

M.C.A. 4056/IV — 13-12-1943

An amount of Rs. 60 for bills due from one Miss Zubeda Gulam Rasul was written off under S.C.R. No. 1002, dated the 22nd October 1943. It appears that the motor car was registered in the name of the party in the Police Commissioner's Office and stood registered there up to 12th February 1940. No bills for the period from 1st October 1938 to 31st March 1939 were however issued. Bill for the subsequent quarters ending 30th June 1939 and 30th September 1939 were issued on 24th October 1939 and 20th October 1939 respectively and were presented to the party on 16th December 1939. The notice of demand was served as late as on 8th July 1941 by Registered Post after the car was actually removed to Calcutta on 12th February 1940. Thus the write off appeared to be the result of delay caused at various stages in the beginning although correspondence shows a good deal of trouble taken by the Department later on which proved useless after the removal of the car to Calcutta.

M.C.A./503/IV — 18-5-1945. The bills in respect of a vehicle which were due for the period commencing from 1st July 1942 were issued so late as on 22nd November 1943 after the cancellation on 5th November 1943 of the registration of the vehicle in question. The Assessor and Collector's explanation is awaited.

M.C.A./150/IV — 14-6-1944. Remarks such as "vehicles sold or removed, petrol coupons not issued etc," made in the Wheel Tax registers were in some cases in pencil and not attested. As a result of audit note necessary instructions are issued by the Assessor and Collector to his staff.

Cases showing recoveries made at the instance of audit for omissions, under-charge or excess refunds:—

Serial No.	Ward.	Case No. and Date.	Particulars.	Amount.
				Rs. a. p.
1	C	M.C.A. 253/IV of 10-8-1943 ...	Figures of consumption of water by meter for the 6 months ending 31-3-1944 not filled in and bill in respect thereof not issued in case of item No. 79 on page 4 of the M.R.R. of C Ward.	67 6 0
2	D	M.C.A. 386/IV of 30-6-1944 ...	Supplementary bill not issued for the excess consumption of water recorded for the half year ending 30-9-1943 in respect of item No. 422 on page 4 of M.R.R. of C Ward.	12 8 0
3	C	M.C.A. 386/IV of 30-6-1944	Meter hire for the year 1943-44 not demanded in respect of item Nos. 799, 440 and 435 on page 19 of the M.R.R. of C Ward.	105 0 0
4	A	M.C.A. 385/IV of 30-10-1944 ...	A ward bill No. 2121/2013 for 2 handcarts for the quarter ending 30-6-1943 written off as irrecoverable from a firm which was shown as not traceable though their name continued to appear in the Telephone Directory.	4 0 0
5	B	M.C.A. 3894/IV of 18-12-1943.	Consumption of water charged at As. 12 instead of at As. 14 per 1,000 gallons for the half year ending 30-9-1943 in respect of item No. 111 on page 3 of the M.R.R. Register of B Ward.	119 2 0
6	F	M.C.A. 502/IV of 2-1-1945 ...	Consumption of water charged at As. 12 instead of at As. 14 per 1,000 gallons since the half year ending 30-9-1943 (*vide* Item No. 248 on page 5 of M.R.R. of F Ward).	230 15 0
7	D	M.C.A. 4232/IV of 31-3-1944 ...	Excess refund in respect of the property bearing D Ward No. 2705(2)	1 0 0
8	D	M.C.A. 101/IV of 17-5-1944 ...	Excess refund in respect of the property bearing D Ward No. 3646(4)	10 9 0

Cases of omissions, under-charge or excess refunds referred to the Department for recoveries and remaining unreplied so far:—

Serial No.	Year in which original reference was made.	Ward.	Case No. and Date.	Particulars.	Amount.
					Rs. a. p.
1	1940-41	B	M.C.A. 978/IV of 5-4-1940 ...	Under charge in respect of car No. T. 5296 under Schedule No. 2094.	10 0 0
2	1940-41	B	M.C.A. 1656/IV of 8-4-1942 ...	Under charge in respect of concern No. 605 under Schedule No. 412.	5 0 0 for each quarter.
3	1942-43	G	M.C.A. 3396/IV of 8-12-1943 ...	Under charge in respect of Motor Lorry BMT 2412 under Schedule No. 531.	10 0 0
4	1942-43	F	M.C.A. 3434/IV of 16-2-1943 ...	Under charge in respect of concern No. BMX 3305.	15 0 0
5	1944-45	F	M.C.A. 597/IV of 1-3-1945 ...	Under charge in respect of Motor Lorry BMT 4249 under Schedule No. 2093.	5 0 0
6	1944-45	B	M.C.A. 614/IV of 8-3-1945 ...	Under charge in respect of concern No. BYA 359 under Schedule No. 1830.	10 0 0
7	1944-45	G	M.C.A. 624/IV of 8-3-1945 ...	Under charge in respect of Motor Lorry BMT 4242 under Schedule No. 1194.	5 0 0 for each quarter.

Miscellaneous Departments.

The following Departments are in charge of the Collection of miscellaneous revenue:—

(1) Municipal Commissioner's Office; (2) Town Duty Refund and Election Office; (3) Central Stores; (4) Legal Assistant's Office; (5) Municipal Secretary's Office; (6) Hydraulic Engineer's Department; (7) Victoria and Albert Museum; (8) Chief Librarian's Office; (9) Public Health Department including Analyst's Office; (10) Health Department, A and B Wards Office; (11) Health Department C and D Wards Office; (12) Health Department E Ward Office; (13) Health Department F and G Wards Office; (14) Malaria Department; (15) Arthur Road and Maratha Hospitals; (16) Vaccination Department; (17) K.E.M. Hospital and G.S.M. College; (18) Conservancy Department; (19) Dog Licensing Department; (20) City Engineer's Central Building and Architectural Branches; (21) City Engineer's Works and Maintenance Branches; (22) Mechanical Engineer's. Department; (23) Drainage Department; (24) Fire Brigade Office; (25) License Department, including Shops and Establishment Branch; (26) Gardens Department; (27) Markets and Slaughter Houses.

Revenue Returns.

Under Standing Committee Resolution No. 1534, dated the 10th February 1939, the forms of the Revenue Registers of the above Departments were revised as from 1st April 1939 for maintaining accounts on the basis of demand, collections and arrears for each source of income, and for tallying of these accounts with those maintained in the Chief Accountant's Office.

The revised forms were introduced with effect from 1st April 1939, but the work of completion of quarterly accounts and submission of Revenue and Deposit Returns duly reconciled with the figures on the Chief Accountant's books, was slack. Attention of the Commissioner was drawn to non-receipt of Revenue and Deposit Returns by audit under case No. M. C. A. 775/V dated the 5th June 1945, and he issued a circular on 19th June 1945 asking the departments to submit them without further delay.

The position of returns received for audit till the time of writing the report is shown hereunder :—

Serial No.	Name of the Department.	Period upto which the quarterly Revenue returns were received.	Period upto which the quarterly Deposit returns were received.
1	Municipal Commissioner's Office	30-9-1944	30-9-1944
2	Town Duty Office	31-3-1945	31-3-1945
3	Election Office	31-3-1945	31-3-1945
4	Central Stores	30-6-1944	30-6-1944
5	Municipal Secretary's Office	31-12-1944	...
6	Legal Assistant's Office	31-3-1944	...
7	Hydraulic Engineer's Department	30-9-1944	31-12-1944
8	Victoria and Albert Museum	31-12-1944	...
9	Chief Librarian's Office	30-6-1944	30-6-1944
10	Public Health Department including Analyst's Office ...	30-6-1944	30-9-1944
11	Assistant Health Officer, A and B Wards Office	31-3-1944	31-3-1944
12	Assistant Health Officer, C and D Wards Office	30-6-1944	30-6-1944
13	Assistant Health Officer, E Ward Office	31-3-1944	31-12-1943
14	Assistant Health Officer, F and G Wards Office	30-6-1944	30-6-1944
15	Assistant Health Officer, Malaria Office	30-9-1944	31-12-1944
16	Arthur Road Hospital	31-3-1944	30-9-1944
17	Maratha Hospital	31-12-1944	31-12-1944
18	Vaccination Office	30-9-1944	31-12-1944
19	K. E. M. Hospital	30-9-1944	30-9-1944
20	G. S. M. College	8-10-1944	31-12-1944
21	Conservancy Department	31-3-1944	31-3-1944
22	Dog Licensing Department	31-12-1944	30-9-1944
23	City Engineer's Building Branch	30-6-1944	31-12-1944
24	City Engineer's, Works Branch	30-9-1944	31-12-1944
25	Mechanical Engineer's Office	31-3-1944	31-3-1944
26	Drainage Department	31-12-1944	Nil
27	Fire Brigade Department	30-9-1944	30-9-1944
28	License Department	30-9-1944*	30-9-1944
29	Gardens Department	30-6-1944	30-6-1944
30	Markets and Slaughter Houses	31-3-1944	31-3-1944
31	T. A. O. (Printing Press)	31-3-1945	Nil

* Excepting the returns for advertisements etc., which are not received from 31-3-1944.

Many of the returns shown as submitted to audit in the above statement have been received so late during the year that their scrutiny is not complete at the time of writing this report.

The Commissioner's attention was again drawn to the non-receipt of returns under this office No. M.C.A. 879/V/ of 26-7-1945.

It will be seen that the work of rendering accounts by the Departments upto 31st March 1945, and of checking and reconciling them by the Chief Accountant with his books has remained incomplete.

The figures of revenue receipts published in Appendix No. 3 of the Annual Report of the Chief Accountant, cannot therefore, be vouch-safed as correct and tallied with the figures appearing in the books of the departments for which the Returns upto 31st March 1945 have not been received by audit.

Departmental Registers.

Inspection of the departmental registers at the time of writing the report showed that in some departments the books were not balanced and attested in token of their virtual completion. Although sufficient staff for complete detailed checking of revenue accounts of the departments has been given to the Chief Accountant, the demand registers in some departments were not completely checked.

Income and Deposit Registers of the Chief Accountant's Office.

In the Income Tabulations rent and other miscellaneous revenue figures were often found misposted in the sub-columns relating to departments or branches of the departments other than those to which they relate and as a result the figures furnished by a department in the Revenue Return could only be reconciled by picking out items relating to that department and working them out separately. Similar is the case of the outstanding balances of deposits for the period prior to 1st April 1941 which have not been classified according to departments in the Deposit Registers. The Chief Accountant's department should see that before the Returns are certified as correct and submitted to audit, such mispostings or classifications are duly set right in the books by adjustments or otherwise as the case may be. The Revenue Tabulations were also not found properly balanced and attested by any responsible person in the Chief Accountant's Office each quarter.

Delay in replies to audit notes.

As laid down in Schedule E. E. of the Municipal Act and paragraph 9 of the Municipal Audit Procedure Rules approved under Corporation Resolution No. 4787, dated the 4th September 1939, every query or observation made by audit has to be promptly disposed off by the departments concerned, but out of 65 audit notes outstanding for the previous years and 134 notes issued during the year, replies so far received are only 24 for previous years and 65 for the year under report. This leaves 110 references outstanding till the time of writing the report. As usual the list of outstanding notes is not shown owing to scarcity of paper.

Irregularities and omissions noticed in some of the quarterly Returns were duly pointed out to the departments and got rectified. Some typical instances of errors and omissions are given below :—

Controller of Stores.

It was mentioned in the last Audit Report that no sanctions were found noted in the Demand Register in respect of Rent free as well as rented occupations at the Bellasis Pipe Depot. No reply is still received inspite of several reminders issued to the department.

M.C.A. 4016/V
24-11-1943

Chief Accountant's Department.

M.C.A. 598/V 1-3-1945

The Stock Registers of books, coins, curioes etc., in the Victoria and Albert Museum were not found checked since 1941 by the Stock Verifiers. Reply to the audit reference is awaited.

M.C.A. 567/V 13-2-1945

Counterparts of Birth and Death certificates issued by the Registration Branch of the Health Department were not found checked by the internal audit staff of the Chief Accountant. Reply to the audit reference is awaited.

M.C.A. 201/V 7-7-1944

An employee of the Market Department collected Rs. 22 as stall-board fees from the butchers of Madanpura locality where he was working. He did not, however, pay these collections in the Municipal Treasury. On enquiry he was found guilty and was allowed to resign from municipal service. He paid up the amount on 21st December 1943 which was lying in the deposit account unadjusted. In the Demand Register of the City Engineer's Office also no demand was created for the stall-board fees. The Chief Accountant has been asked to do the needful in the matter. His reply is awaited.

M.C.A. 4192/V 24-2-1944 & 30-12-1 44

In the last Audit Report it was mentioned that the deposit account under B. Cash Deposit 1 C.E. (*b*) Deposits from Improvement Schemes, was a mixed account of three departments in the Chief Accountant's books. The Chief Accountant was requested to separate the figures relating to each department so as to afford convenience for their verification with the figures of the different departments. The needful was done. It was however noticed that several long standing deposits remained unadjusted to Revenue under "Unclaimed Dues and Deposits" as per the standing instructions laid down under Law Revenue and General Purposes Committee Resolution No. 80, dated the 24th August 1939. The Chief Accountant has been requested to do the needful in the matter. His reply is awaited.

M.C.A. 516/V 8-1-1945

No demand was noted in the Register of the Printing Press in respect of leave salary contributions recoverable from an employee of the Municipal Printing Press deputed to the Auxiliary Fire Service from 23rd April 1942 and whose sevices were dispensed with from both the offices as from 8th July 1944. Explanation for the omission has been called for from the department. The Chief Accountant has also been requested to furnish audit with a list of employees who have gone on deputation and from whom leave salary contributions are being recovered. No replies are yet received.

M.C.A. 411/V 6-11-1944

Contrary to practice followed by the Chief Accountant and the instructions passed by him to the staff (*vide* his circular AE/741, dated the 8th January 1943) the proceeds of the sale of Municipal Publications in the Municipal Secretary's Office were found credited to Revenue. The Chief Accountant's reply is awaited.

Municipal Commissioner's Office.

M.C.A. 434/V 24-11-1944

Interest for late payments of leave etc., contribution of an officer deputed to Government service was not found recovered and credited to Municipal Fund as required by Rule 122 of the Municipal Service Regulations. Reply to the audit reference is not yet received.

Chief Librarian's Office.

M.C.A. 230/V 2-8-1944 & 28-2-1945

Several deposit receipts were found irregularly made out by the different librarians as under:—

(1) Changes in amounts and dates made in duplicate copies of receipts by over-writing.

(2) Duplicates made out in pencil or in ink instead of under a carbon.

Besides, the remittances of collections were delayed for several days by the Librarians. The receipts were also not found checked by the staff of the Chief Accountant.

The Chief Librarian explained that the irregularities occurred due to his staff being new and not aware of the correct procedure. He issued instructions to his staff to avoid such irregularities in future. The Chief Accountant's explanation for the omission of checking receipts is awaited.

Legal Assistant's Office.

M.C.A. 311/V 19-9-1944

Recovery of Rs. 15 effected by the Estate Agent's Department for legal charges was found posted twice over against two separate items in the Demand Register. The Legal Assistant was requested to recover the outstanding amount of the item against which wrong posting was made. Reply is awaited.

M.C.A. 312/V 19-9-1944

Recovery of Rs. 15 made by the Estate Agent's Office in respect of legal charges was not posted in the Demand Register. Reply is awaited.

M.C.A. 4033/V 3-12-1943 27-3-1944 17-2-1945 & 15-6-1945

It was mentioned in the last Audit Report that a demand for costs of a decree obtained on 26th February 1940 against a tenant of the Markets Department was outstanding in the Demand Register. It appears that the recoveries of court costs made, have been credited to Ground Rent instead of to the proper account of the Legal Assistant's Office. The Superintendent of Markets has been asked to adjust the recoveries to the proper head of account. Reply is awaited.

M.C.A. 3683/V 28-5-1943 & 23-3-1945

It was mentioned in the last Audit Report that two recoveries of Rs. 140 and Rs. 51-15-0 effected in May 1942 were not accounted for in the Demand Register. The former has since been brought on book while for the latter, papers are reported to be not available. It also appeared from the papers in the former case that no final agreement was prepared although the case was pending since 1933. The Legal Assistant's reply to audit reference in this case is awaited.

M.C.A. 4015/V 24-11-1943

It was mentioned in the last Audit Report that the Demand Register for High Court and Small Cause Court suits was not balanced and the outstandings as on 31st March 1943 were not brought forward. During the year, the Legal Assistant explained that the outstanding cases were brought in a new register from 1st April 1943, excepting those for which complete particulars of demand were not available. Such incomplete cases were taken on a memoranda book, demand whereof, would be created in the Demand Register when full particulars were traced.

M.C.A. 4005/V
12-11-1943

It was mentioned in the last report that 128 items of demand pertaining to agreements and legal advice, etc., pertaining to periods from 1936 onwards were outstanding in the Demand Register. During the year under review the Legal Assistant submitted 21 case files of these items when it was noticed that the items were either adjusted or recovered but not accounted for in the Demand Register. They were hence removed from the Register. The Legal Assistant has been advised to submit the case files of the remaining items. Reply is awaited.

M.C.A. 4027/V
30-11-1943
M.C.A. 4035/V
3-12-1943
M.C.A. 4044/V
6-12-1943
M.C.A. 4053/V
11-12-1943 &
17-1-1945
M.C.A. 4061/V
15-12-1943 &
M.C.A. 4062/V
15-12-1943

It was mentioned in the last Audit Report that cases of outstanding demands in the Legal Assistant's books pertaining to the Health, Estate Agent's, Assessment, Engineering and Gardens Departments were referred to the respective heads of the departments and that 25 other cases appearing in the register without any particulars of Departments were referred to the Legal Assistant. All these audit references remain unreplied inspite of several reminders.

Hydraulic Engineer's Department.

M.C.A. 3722/V
28-6-1943
12-5-1944
&
19-12-1944

It was mentioned in the last Audit Report that out of 57 bills outstanding for extra water charges issued upto 31st March 1942, recoveries were effected only in 27 cases, 16 bills were subsequently cancelled leaving 14 bills outstanding. Further audit references have resulted in the recovery of almost all the bills.

M.C.A. 4194/V
24-2-1944
28-3-1945
&
14-8-1945

It was mentioned in the last Audit Report that the additional charge of 15 per cent over the usual fee for testing and sealing of private meters as per the Water Charges Rules for 1942-43 and 1943-44 was not recovered upto October 1943. As a result of audit query short recoveries during the period from 1st April 1943 to 30th September 1943 were made good from the parties. The Hydraulic Engineer was requested to state the number of cases in which this charge was omitted to be recovered for 1942-43 and the amount involved. He explained that the intimation of the final adoption of the Water Charges Rules by the Standing Committee was received on 3rd November 1942 and the short recoveries from that date amounted to Rs. 54-12-0 covering 54 cases. The Hydraulic Engineer has been requested to write off these amounts with the sanction of the Standing Committee if there is no possibility of their recovery.

M.C.A. 3920/V
29-9-1943

It was mentioned in the last Report that a Municipal employee who continued to occupy a rent free quarter after his transfer to another post was charged only 10 per cent of his salary as rent, instead of the standard rent of the quarter. The Hydraulic Engineer's reply is still not received.

M.C.A. 2181/V
2-8-1941
&
10-1-1944

It was mentioned in the last Audit Report that the Building Notice Register was not completely written up, the outstanding items of the previous years were not brought forward, bills preferred in respect of notices issued were not noted and the notices issued after 1st April 1943 were also not recorded. In spite of several reminders to the Hydraulic Engineer, the reference still remains unreplied.

M.C.A./4196/V
24-2-44
18-9-44

In the last Audit Report it was mentioned that the account of the annual charge of Rs. 6 for cleaning dial and resealing of private meters levied under the water charges Rules of 1943-44 was not maintained on the demand basis in the Demand Register although necessary information for creating demands was available in the various Meter Reading Registers. The needful has since been done.

M.C.A. 3826/V
11-8-1943

A cooly, occupying Sankli Street quarters, was charged double rent in the months of September 1942 and February 1943. The excess recovery amounting to Rs. 20-6-0 was got refunded to him.

M.C.A. 2802/V
7-5-1942
M.C.A. 3924/V
27-9-1943 &
M.C.A. 3928/V
27-9-1943

Defects and irregularities noticed in the Rent Demand Registers of chawls and staff quarters for the years 1941-42, 1942-43 and 1943-44 were commented upon in the last year's Audit Report. The position remained the same during the year under report, and the audit references made in this connection remain outstanding to this day.

M.C.A. 3864/V
2-9-1943
31-3-1945
&
M.C.A. 3865/V
2-9-1943
&
2-12-1944

In the last Audit Report it was mentioned that 70 bills for meter hire, and 98 bills for water by meter measurement, issued prior to 1943-44, were outstanding. As a result of audit action the outstanding bills, with the exception of five or six, were either recovered, or adjusted from deposits.

M.C.A. 3821/V
7-8-1943
&
9-2-1944

In two bills of private connections for May 1939, testing charges and fees for Inspector's attendance were shown as charges for materials and labour respectively. The charges shown in the bills under materials were also shown in the Stores Abstract for materials indented by the Department, but no materials were used on the work. The Hydraulic Engineer explained that they might have been used on maintenance works of the department and their inclusion in the bills of private parties was a clerical error. The explanation is not satisfactory. This shows lack of check or control over waste or misuse of articles in the department. The Commissioner has, however, issued necessary warning against repetition of such incidents in future.

M.C.A. 93/V

The staff quarters at Suparibaug were vacated by one inspector from 7th August 1943 but the rent from 1st August 1943 to 7th August 1943 was not recovered from him. The recovery [illegible]

M.C.A. 108/V / 18-5-1944

Under meter bill No. 477, dated the 24th July 1943 an amount of Rs. 1-12-0 was recovered in excess. It was got refunded to the party.

M.C.A. 82/V / 12-5-1944

A Municipal employee resigned from service from 22-4-1943 but continued to occupy the municipal quarters upto 2nd June 1943. In this case there was a short recovery of Rs. 1-5-0 which was got recovered.

M.C.A. 94/V / 13-5-1944

Charges for electric consumption and installation amounting to Rs. 35-6-0 recovered from an inspector in October 1943 for the period from 1st February 1939 to 31st January 1941, were shown as demand for rent. The recovery was also found short by annas eight. The needful was got done.

M.C.A. 98/V / 15-5-1944

Five bills for meter rent prepared in June 1943 were not found issued to the parties for over a year. As a result of audit action two bills were recovered, one was cancelled and the remaining two are under action for recovery.

M.C.A. 89/V / 13-5-1944

Arrears amounting to Rs. 4-3-0 pertaining to the period 1st July 1943 to 28th August 1943 were not recovered from a municipal employee who had occupied a room in Sankli Street. The amount was got recovered from him.

M.C.A. 92/V / 13-5-1944

Rent of Rs. 51 was recovered in October 1943 from one inspector for occupying the municipal bungalow at Santa-cruz for three months after his transfer to another branch. The Hydraulic Engineer was requested to state the basis on which the rent was fixed and recovered. His reply is awaited.

M.C.A. 83/V / 12-5-1944 & 24-7-1945

A cooly, occupying quarters at Sankli Street, was charged rent upto May 1943 only, and a remark was made in the Demand Register that he was appointed as sluiceman in Bombay Port Trust. The date of vacating the room was not given. The Hydraulic Engineer furnished the date and explained that it had since been occupied by the City Engineer's Department. The Hydraulic Engineer was requested to state the purpose for which the room has been occupied by the City Engineer's department. Reply is awaited.

M.C.A. 97/V / 15-5-1944 & 24-8-1944

A room in D Ward quarters was occupied by a cooly. He died, and the possession of the room was taken and given to an acting chaviwalla on 1st November 1943. In the Rent Demand Register the accounts of rent for the room against two individuals were mixed up. Recoveries effected from the acting chaviwalla for his occupation of A. R. P. Chawls prior to his occupation of this room, were also found posted against the room. Thus the correct amount recoverable from the previous occupant was not ascertainable. The accounts of the deceased and of the present occupant were got separated. The Hydraulic Engineer has undertaken to recover the outstanding rent found due from the deceased, out of his Provident Fund.

M.C.A. 646/V / 29-3-1945

As per Standing Committee Resolution No. 1657, dated the 17th January 1945, a charge of annas eight per tap was introduced for rewashering leaky taps in the City. The Hydraulic Engineer was requested to state the system of recovery introduced in this connection by him. His reply is awaited.

Health Department.

M.C.A. 52/V / 5-5-1944

Particulars regarding commencement of trade etc., were either not written or incorrectly shown in some of the milk licence notices issued by the Assistant Health Officer, C and D Wards Office. The needful was got done and the staff concerned was warned by the Assistant Health Officer to be more careful in future.

M.C.A. 118/V / 25-5-1944

In the Establishment Schedule of 1943-44 one lady doctor and 2 nurses of Imamwada Maternity Home were shown provided with free quarters but in the Rent Demand Register one lady doctor and 3 nurses were shown occupying free quarters. Necessary correction was got made in the Establishment Schedule of 1945-46.

M.C.A. 3898/V / 18-9-1943; M.C.A. 499/V / 2-1-1945

It was mentioned in the last Audit Report that a demand of Rs. 75 for supervision charges for anti-malarial measures taken by the Malaria Department in respect of Backbay Reclamation Scheme, was shown for the first time in the Demand Register of 1942-43 although these measures were being taken since long. During the year under review it was also noticed that a bill for the anti-malarial measures was preferred against the Executive Engineer. Bombay Presidency for the period from 1st December 1943 to 30th November 1944 but no demand for supervision charges was noted in the Demand Register, and the amount received therefor, and credited to deposit remained unadjusted to Revenue. Reply is awaited.

M.C.A. 4090/V / 5-1-1944

In the last Audit Report it was mentioned that the certificate book at the Arthur Road Hospital was not consecutively numbered and there was no data for verifying the fees charged to parties for filling in Death Forms for insurance policies of the deceased patients. As per audit suggestion the Health Officer introduced a system whereby the parties are asked to produce letters from the insurance companies showing the amounts of policies with the applications so as to enable the municipality to fix the fees.

M.C.A. 189/V / 3-7-1944

For birth or death certificates, fees are charged for search as well as for issue of certificates, while in the case of issue of extracts from Vaccination Register only search fee of Re. 1 is charged. The Executive Health Officer has been requested to put the latter on a par with the former. Reply is awaited.

M.C.A. 190/V / 4-7-1944 & 29-3-1945

Errors and omissions of the following nature were noticed in the Demand Register and the Lymph Register of the Vaccination Office:—

(*a*) Sanctions noted for fixation of rent were incorrect.
(*b*) A peon was allowed to occupy a room rent free for five months after his discharge from the municipal service.
(*c*) Full particulars of demand were not noted in the Demand Register.
(*d*) Incorrect postings were made in the Stock Register of Vaccine Lymph.

The errors and omissions were got set right and a sum of Rs. 2-8-0 was got recovered on account of rent from the ex-peon. The Health Officer was also requested to redistribute the work in Vaccination Office as one and the same person received cash, prepared receipts, and maintained Cash Book, Demand Registers and Vaccine Lymph Register. Reply is awaited.

M.C.A. 248/V — 8-8-1944 & 12-6-1945

The usual schedule fees are not charged for burial and burning of dead bodies at the Tank Bunder Cemetery. No papers for exemption from fees were also available. The monthly establishment charges borne by the Municipality for the cemetery are on an average Rs. 285. The Commissioner was therefore requested to place this cemetery either on a par with all other municipal cemeteries by recovering the scheduled fee or in the alternative to obtain orders of the Corporation for exemption from fees. Reply is awaited.

M.C.A. 488/V — 23-12-1944

There was a short recovery of Re. 1 for issue of two copies of a death certificate. Reply is awaited.

M.C.A. 123/V — 29-5-1945

Quarters of Turner Sanatorium occupied by the matron were not vacated till 21st November 1943 although she died on 13th February 1943. Sufficient amount to cover the rent of the quarters from 13th February 1943 to 21st November 1943 was also not withheld from her Provident Fund claim paid to her nominee.

M.C.A. 37/V — 24-4-1944

2 Ayahs, 2 hamals and an Engine driver of the Maratha Hospital were allowed free quarters with electric lights but no provision was made in the Establishment Schedule of 1943-44 for free lights in the case of Ayahs and Hamals, and for rent free room with light, in the case of the Engine Driver. The Executive Health Officer explained that necessary corrections would be made in the next Establishment Schedule.

M.C.A. 155/V — 14-6-1944

No demand was created in the Miscellaneous Revenue Register of the office of Executive Health Officer in respect of 5 per cent supervision charges recoverable from Government in connection with the scheme of Distribution of Food, although the work was completed on 31st March 1943. As a result of audit query a demand of Rs. 10,313-5-11 was created and recovered on 25th September 1944, by adjustment out of the Government deposits.

M.C.A. 165/V — 16-6-1944

The employees shown as provided with free quarters in the Establishment Schedule of 1943-44 at the Cadell Road Maternity Home, at Haines Road, Antop Hill and Sion cemeteries and those shown in the Rent Demand Register of F and G Wards Office, did not tally. Reply to the audit reference is awaited.

M.C.A. 203/V — 8-7-1944

Errors and omissions noticed in the Demand Register of F and G Wards Office are summarised as under-

(1) Fees for washing blankets not recovered on the same day or the day following, but in the next month along with the rent of wash-stones.
(2) Short recovery of fees for disinfecting mattresses and pillows.
(3) Recoveries for the issue of medical appliances remitted to office after 2 or 3 days.
(4) Fees for washing blankets credited to the account head "Rent of Properties" instead of to "Miscellaneous Fees."

Reply to the audit reference is awaited.

M.C.A. 204/V — 10-7-1944 & 24-4-1945; M.C.A. 466/V — 7-12-1944

It appears from the examination of B.P.A.A. notices issued by A and B Wards Office and papers relating thereto, that the dates of starting business are taken either from the dates of visiting the place by the staff or from the dates of applications made by the parties for issue of licenses, without making any independent inquiry from the rent bills of the owners of the premises or from the License Department. The Commissioner has been requested to ask the Health Officer to get such verifications properly carried out so as to minimise chances of losing fees due to the Municipality. Reply is awaited.

M.C.A. 247/V — 8-8-1944

In the Rent Demand Register of E Ward Office the following errors and omissions were noticed :—

(1) Number of employees shown as occupying free quarters in the register did not tally with the number provided in the Establishment Schedule of 1943-44 at Bellasis and Victoria Road Maternity Homes and at Cemeteries.
(2) Rent free quarters of Health Camp at Kamathipura, Tank Bunder Cemetery, and R. J. Dharamshala were not brought on book.
(3) Recoveries of electric charges appeared to have been not recovered from the employees.
(4) Full details such as number of rooms, pay of the occupants and changes in the names of occupants on transfer, were not given.

Reply to the audit reference is awaited.

M.C.A. 255/V — 18-8-1944 & 23-12-1944

It was noticed that in the quarters occupied by a nurse of Victoria Maternity Home there were three points of electric light but she was charged for only one, on the ground that she was using only one light. In the quarters occupied by the Municipal employees either on payment of electric charges or free, it is not desirable to retain extra points for the use of which they do not pay or they are not entitled to, the Executive Health Officer was therefore requested to submit a list of all the quarters showing the number of connections therein and the number charged, or allowed free. Reply is awaited.

M.C.A. 310/V — 18-9-1944 & 30-12-1944

For treating mill tanks a charge of Rs. 15 fixed in the year 1927, was being recovered every month from the Agents, Hindustan Spinning and Weaving Mills, and credited to the account head under "Fees". No sanction for the fixation of the charge was noted in the Demand Register of Malaria Office. It was suggested to the Commissioner to revise the charge in view of the increased allowances paid to the staff by the Municipality. Reply is awaited.

M.C.A. 498/V — 2-1-1945

Interest for late payment of leave salary etc., contributions of an employee of Malaria Department deputed to the Food Controller's Office, was not found recovered and credited to the Municipal Fund as required by Rule 122 of the Municipal Service Regulations. Reply to the audit reference is awaited.

M.C.A. 524/V — 13-1-1945

Three items of deposit in respect of rent recoveries and transfer of permit pertaining to the years 1938 to 1941 were outstanding in the Deposit Register of A and B Wards Office. Explanation from the department is awaited.

The occupants of the Grave Diggers chawls at Haines Road were allowed free lights from 3rd March 1943. The concession was not found provided for in the Establishment Schedule for 1944-45. Reply to the audit reference is awaited.

M.C.A. 526/V
13-1-1945

The G. S. M. College and the K. E. M. Hospital.

The question of recovering interest on delayed payments of leave salary etc., contributions, of an employee of the G. S. M. College whose services were lent to the Indian Research Association and a reference for which was made to the Dean in 1943 is not settled although two years have since expired.

M.C.A. 3828/V
13-8-1943
17-3-1944
&
21-8-1945

Municipal employees who were in occupation of free quarters attached to the K. E. M. Hospital were charged rents fixed by the Commissioner on their transfer to other departments. The rates of fixation of standard rent was not worked out on the basis of the Rule 46 of the Municipal Service Regulations. Reply is awaited.

M.C.A. 4070/V
20-12-1943
31-1-1944

Conservancy Department.

It was mentioned in the last annual report that a lease of right for exhibiting advertisements on the outer walls and roofs of 51 public urinals in the City was given to Messrs. Com-adverts for a period of three years commencing from 1st February 1941 for which no agreement was executed, and the company was in heavy arrears of six months rent amounting to Rs. 3,333-6-0. Audit having pointed out this to the Commissioner, he called upon the department to serve the Company with a notice for immediate payment of arrears. The Company paid the arrears in September 1943. The lease period expired on 31st January 1944, but no regular lease document was executed. The right was also found continued on the same rent on a monthly basis for which the Commisioner's sanction was not noted in the Register, and the rent received from December 1944 to April 1945 was lying in the Deposit Account. The department has been asked to do the needful. Reply is awaited.

M.C.A. 3692/V
7-6-1943
18-6-1945
&
3-8-1945

Previous audit reports contain necessary comments on the incompleteness of the Rent Demand Registers of staff quarters and chawls of the Conservancy Department yielding an annual revenue of approximately Rs. 63,000. The matter was also reported to the Standing Committee, and the Commissioner in his report underlying the Standing Committee Resolution No. 80, dated the 19th April 1944, explained that it was being set right and the Rent Registers would be maintained ward by ward from 1st April 1944. Although over a year has since expired, the account for 1943-44 was found incompletely written up and not checked at any time, by the Chief Accountant's staff. As for 1944-45 no return has been received. Thus this account remains unexamined by audit since the year 1941.

M.C.A. 2555/V
19-1-1942
M.C.A. 1768/V
2-10-1941
M.C.A. 593/V
28-2-1945

An increase of 25 per cent. on the Schedule fees was proposed, owing to the increased cost of materials and payment of dearness allowances, by the Health Officer. In this connection an item for issue of certificates for shoeing of bovine animals which is not brought on the Schedule was found omitted from the extra charge of 25 per cent. The Commissioner was requested to ask the department to bring all unscheduled items under the Schedule. Reply is awaited.

M.C.A. 547/V
2-2-1945

In some cases of the animals treated at the Infectious Diseases Hospital, feeding and watering charges were found recovered late after deaths or discharges of the animals. Proper notes of demand in this respect were also not taken daily in the Demand Register. Reply is awaited.

M.C.A. 551/V
3-2-1945

In a bill preferred against the military authorities for removal of night soil and refuse from the Holiday camp at Block No. 8 of Back Bay Reclamation during February 1944 an under-charge of Rs. 60 was noticed. As a result of audit action the amount was recovered on 15th May 1945 from the Station Staff Officer.

M.C.A. 538/V
29-1-1945

In the receipts and in the Demand Registers errors and omission of the following nature were noticed:—

M.C.A. 599/V
3-3-1945

(1) Counterparts of cancelled receipts not attached.
(2) Receipts corrected by overwriting without attestations.
(3) Agreements for leases or rights not executed till the expiry of lease periods.
(4) Demands for sweeping charges shown in the Register without sanctions.
(5) Supervision charges not correctly charged in the bills for repairing drains attached to private premises.

Reply to the audit reference is awaited.

Works Branch.

Disparity in the method of allocating recoveries of hire charges of Steam Rollers as between revenue and expenditure was pointed out in the last Audit Report. The City Engineer agreed that the method should be revised according to the present day working. The Chief Accountant has been requested to do the needful. Reply is awaited.

M.C.A. 4179/V
17-2-1944
M.C.A. 4209/V
2-3-1944
&
28-6 1945

Non-recovery of interest for delay in payment of leave, etc., contributions recoverable under Rule 122 of the Municipal Service Regulations, and short adjustment of Rs. 1-10-0 towards leave salary contribution of an Inspector of the department, who was deputed to Government for A.R.P. Works, were pointed out in the last Audit Report. In spite of several reminders to the audit reference, no reply is received so far from the department.

M.C.A. 4190/V
23-2-1944

It was mentioned in the last Audit Report that no Rent Demand Register showing the number of buildings with tenements therein and the rents fixed therefor, was maintained in the Head Office in respect of 1,800 tenements of the buildings requisitioned for A.R.P. Works, and that only a register of the tenants paying rent in cash was kept. Even though a year has since elapsed no reply is received from the City Engineer.

M.C.A. 4221/V
7-3-1944
&
11-9-1944

M.C.A. 3130/V — 30-9-1942, 27-1-1943 & 22-8-1945

Non-preparation of an agreement for permission granted to the B.E.S. & T. Co., Ltd., in the year 1939 for laying mains in a private lane off Dharavi was pointed out in the last Audit Report. The City Engineer explained that the agreement had since been prepared but not yet executed. His further report is awaited.

M.C.A. 4197/V — 24-2-1944, 15-8-1944; M.C.A. 4228/V — 17-3-1944

It was mentioned in the last Audit Report that the Commissioner had agreed to prepare permit forms for different kinds of occupation of streets and foot-paths and to include the rates of fees in the Schedule of Fees after obtaining the sanction of the Corporation. The City Engineer on 22nd February 1945 reported that the question of fixing the fees for issuing permits for various kinds of occupation of road and footpaths was under consideration. The question thus remains pending although more than a year has since passed.

M.C.A. 117/V — 25-5-1944

The Rent Demand Register of 1943-44 showed that four chowkidars were given rent-free quarters as against six provided for in the Establishment Schedule, and out of the four shown in the Register two were given double rooms, (2) a room in Souter Street Shed was vacant all throughout the year, (3) 50 rooms of the sheds at Asphalt Plant were transferred to the Estate Agent's Department from 1st October 1943 and hence removed from the Register but they were not taken on the book of the Estate Agent's Department with the result that the account of rent of these rooms was not kept by either of them. Many rooms of these sheds were also vacant for more than six months, (4) a tenancy for occupation of old labour camp by the A.R.P. Controller from 1st June 1943 was created without showing the number of rooms. No demand was shown for the last quarter of 1943-44. This camp was also not brought on book prior to its occupation by A.R.P., and (5) B Ward Office of the Assessment Department housed in the building at Babula Tank was removed from the Register since it was made rent free. Reply to the audit reference is awaited.

M.C.A. 628/V — 14-3-1945

Sixteen queue railings put up by the B.E.S. & T. Co., Ltd., at various places in the City in the months of February and March 1944 were not brought on book. Reply is awaited.

M.C.A. 222/V — 27-7-1944

Sale proceeds of the right of gathering fruits during 1943-44 credited to deposit during June 1943 were not adjusted to revenue even after the expiry of the period of right. Needful was got done.

City Engineer's Building Branch.

M.C.A. 314/IV — 25-9-1944

In the Monthly Ground Rent Register the demands were not noted quarter by quarter as they became due but as and when recoveries were made. Necessary instructions were issued.

M.C.A. 3241V — 7-10-1944 and 30-11-1944.

There were no realizations in respect of rights for cultivating the Municipal land in the compound of Labour Camp at Chembur after 1941-42, and for cutting the grass on 15′ wide strip of Municipal land along the railway line from Chembur to Kurla after 1942-43. The City Engineer explained that no offers were received and the rights remained unsold. The Commissioner was requested to issue standing instructions to the Departments that in cases where the rights remain unsold during any season papers showing the efforts made by the department for their sale should be sent to him for information.

M.C.A. 335/V — 10-10-1944.

47 items of deposits amounting to Rs. 9,063 pertaining to the period 1923 to 31-3-1942 in connection with legal charges for preparation of agreements, etc., were found outstanding in the Deposit Register. Reply to the audit query as to why they were allowed to remain in the Deposit account so long is awaited from the City Engineer.

M.C.A. 3776/V — 4-7-1944

The cost of 5,600 old country tiles reclaimed from the demolition of case No. 154-C of Scheme No. 56 Dharavi, and used on works, amounting to Rs. 16-13-0 was not brought on the Demand Register. Reply is awaited.

M.C.A. 4230/V — 31-3-1944; M.C.A. 4155/V — 8-2-1944; M.C.A. 4240/V — 27-3-45

Replies to the marginal audit notes duly summarised in the last year's Audit Report are still not received from the City Engineer.

Mechanical Engineer's Department.

M.C.A. 279/V — 31-8-1944

Fifty bags of sludge manure were supplied to the Children's Aid Society in April 1942. In the Demand Register no demand and recovery was noted. In the Deposit Register of the City Engineer's Building Branch a deposit of Rs. 50 recovered on this account remained unadjusted. Reply is awaited.

M.C.A. 294/V — 7-9-1944 & 4-6-1945

The quarters on the 1st floor of the Office of the Municipal Workshops were lying vacant for over three years. Attention of the Mechanical Engineer being drawn to it, they were let to the Assistant Motor Foreman with the sanction of the Improvements Committee under their Resolution No. 1744, dated the 14th February 1945, but upto June 1945 they were found unoccupied. A further reference has been made to the Mechanical Engineer. Reply is awaited.

M.C.A. 282/V — 31-8-1944

Due to abnormal war conditions the price of grass had gone up considerably, but the realisations from sale of Municipal rights for cutting grass were not found relatively increased and several rights did not fetch anything for want of bids. A comparative statement of the realizations of the various rights from the year 1939-40 to 1944-45 of the Drainage Department was sent to the Department calling for information as to how the produce was dealt with in cases where offers were not received in the general auction. Reply is awaited.

M.C.A. 290-V — 2-9-1944

Undue delay in obtaining sanctions of the proper authorities in respect of permissions for access through municipal land, laying of water service pipes, etc., has led to complete omissions of demands in the Demand Register of the Drainage Department, and the municipal dues in respect thereof, received under deposit remained unadjusted since the year 1935 and onwards. A reference was made in connection with a property at the Tulsi Pipe Line road to the Mechanical Engineer to which reply is still awaited.

M.C.A. 297/V — 8-9-1944

Although 50 brass of sludge manure were sanctioned on 31st December 1942 to be sold to a party at Rs. 2 per brass, no demand was created in the Demand Register and the amount of Rs. 100 recovered on 29th March 1943 in that behalf remained under deposit unadjusted. The needful was got done.

M.C.A. 283/V — 31-8-1944

All municipal quarters whether occupied rent-free or otherwise are required to be taken in the Rent Demand Register. Three structures at Babula Tank in charge of the Drainage Department were however not brought on book. The needful was got done.

M.C.A. 289/V — 2-9-1944

One Mr. Abdul Razak Adenwalla laid a private drain through the municipal land at 85-95, Elphinstone Road in the year 1936, and was asked by the department to pay Rs. 150 towards the preparation of agreement, and compensation at the rate of Rs. 12 per annum. The property, however, changed hands twice, and came in possession of one Mr. M. A. Wavda who made payments in the year 1943 under deposit, for agreement and compensations payable from 1st June 1939. No sanction was obtained for the permission and the necessary notes of demand were also not taken in the Demand Register. The amounts recovered from Mr. Wavda remained in deposit unadjusted. The Drainage Engineer stated that the Commissioner had on 3rd January 1945 sanctioned a revocable licence to the party and that the amounts lying in deposit were also proposed for adjustment after taking proper notes in the Demand Register.

M.C.A. 295/V — 7-9-1944

There are three rooms for menials in the Municipal Workshops of which only two were shown in the Rent Demand Register. The Mechanical Engineer was asked why the third one was not shown in the Register. He replied that the Rent Demand Register contained only rent charged quarters, and the third room which was vacant was let at Rs. 3 per month from 1st October 1944 and taken on the Register. He also added that information was being collected for taking all the quarters on the Register whether occupied or not.

License Department.

M.C.A. 493/V — 30-12-1944; M.C.A. 500/V — 2-1-1945; M.C.A. 535/V — 25-2-1945; M.C.A. 544/V — 31-1-1945

Areas shown in four licence notices did not tally with the fees recovered as per the Table of Licence Fees. The areas shown in the notices were found wrong and got duly amended.

M.C.A. 530/V — 20-1-1945

In a licence notice of E Ward West for 1943-44 licence fee of Rs. 5 was recovered against the correct amount of Rs. 8. The shortage of Rs. 3 was got recovered.

M.C.A. 455/V — 1-12-1944

In the year 1943-44 there was a big rise in the number of licences for itinerant hawkers with a fee of Re. 1/- per month. This rise in licenses was due to rationing of sugar as the hawkers were required by the Rationing authorities to produce municipal licence before issuing ration cards. This suggests that a great number of itinerant hawkers used to escape detection in previous years.

M.C.A. 392/V — 30-10-1944

It was observed that the quantities stocked by the licencees were abnormally in excess of the maximum quantities shown in the Table of Fees. A list of several such cases was drawn up and sent to the Superintendent of Licenses enquiring whether such abnormal excess in the quantities could reasonably be covered by the licences issued and whether the fees should not be raised proportionately in such cases. Reply is awaited.

Gardens Department.

M.C.A. 231/V — 2-8-1944

The Register of Staff Quarters and chawls was not found properly maintained. (1) Rent free quarters were not taken on the Register with the result that all tenements were not entered in the serial order, (2) Sanction Nos. and the dates of occupancy and vacancy were not noted, (3) The sheds attached to the Wellingdon Memorial and Mustan Tank playgrounds were not brought on the Register. These were found given rent free to game supervisors who were not municipal servants, (4) A naik occupied rent free quarters but there was no provision for the same in the Establishment Schedule for 1943-44. The Superintendent of Gardens explained that there was omission in the Establishment Schedule for 1943-44 in respect of free quarters given to the naik; that the supervisors of Wellingdon and Mustan Tank playgrounds were servants of the Y. M. C. A., and were occupying the sheds for a number of years, and the Municipality contributed to the Y. M. C. A. for these supervisors; and that needful had since been done with regard to other points.

M.C.A. 232/V — 2-8-1944

Twenty five items of deposits received since 1941 in respect of non-existing tenancies, credit sales, maintenance of one Indian Python etc., were found outstanding in the Deposit Register of the Department. As a result of audit action they were either adjusted or refunded with the exception of two cases.

M.C.A. 241/V — 3-8-1944

Omissions and irregularities noticed in the accounts of the department were as under :—

(1) Permission for putting a stay-rod of a telegraph pole was given without sanction.
(2) A tenancy allowed rent free was not brought on book. No tenancy was created in the Demand Register for the occupation of Gowalia Tank Maidan by Military.
(3) A security deposit taken for hire of plant was not refunded.
(4) Usual security deposits were not taken in respect of three permissions.
(5) Short recovery of Rs. 30 was made for hire of Christmas trees and annas two were remitted in excess in respect of elephant ride.

(6) Revenue receipts in respect of sale of rights, and shooting of cinema films in the Victoria Gardens were not properly allocated as between the Garden Fund and the Revenue Account

(7) A recovery in respect of the Estate Agent's Department which was credited in the Chief Accountant's books under Gardens Revenue was taken on the Demand Register without particulars.

(8) The Demand Registers were not kept on demand basis, essential particulars and sanctions were not shown; casual occupations of parks and gardens were mixed up with the permanent tenancies in the Register. In the Main Cash Book entries of adjustments, etc., were made in between the entries for cash collections without attestations.

Reply of the Superintendent of Gardens is awaited.

Market Department.

M.C.A. 329/V — 9-10-1944

The figures of collections and arrears shown in the Revenue Returns for the year 1942-43 in respect of chawls and ground rents of the Bandra Slaughter Houses did not tally with those of the Demand Registers maintained there, and the differences were also not reconciled. The needful was done.

M.C.A. 364/V — 23-10-1944

Tenancy of a shed in the Arthur Crawford Market for keeping three cows for religious purposes o on nominal rent of Re. 1 per annum was continued to be shown in the Ground Rent Register in the name of one Mahadeo Tukaram Powar although after his death it was transferred in 1934 to the Trustees of the Properties and Funds of Deshastha Maratha Fruit Merchants with whom necessary agreement was executed on 25th October 1934. The rent receipts were also passed in the name of the dead man. The needful was got done.

M.C.A. 484/V — 22-12-1944

Necessary endorsements in respect of shifting of outside meat shops from one place to another were not made on the counterparts of licenses issued to parties. The needful was got done.

M.C.A. 549/V — 3-2-1945

In two cases, special slaughter fees were paid by a Military Contractor nearly after two months. In the receipts passed for slaughter, all the animals slaughtered during and beyond the usual hours were being mixed up. This practice made it difficult to know whether animals under special slaughter were accounted for in all cases, as the carcasses of special slaughter were usually removed in military lorries at any time of the day. The Superintendent of Markets explained that the contractor refused to pay the special slaughter fees under misunderstanding which were subsequently recovered by the Department, and that instructions to prepare separate receipts for animals slaughtered beyond usual hours were issued by him.

M.C.A. 333/V — 10-10-1944

It was mentioned in the last Audit Report that several tenants of chawls and sheds in the compound of Bandra Slaughter Houses were in heavy arrears of rent, and that the recoveries of rent were not regular from all the tenants. The position of arrears on 1st April 1944 did not show any substantial reduction, and in the case of sheds they showed progressive increase. Instructions to recover one month's extra rent from the tenants who remained in arrears for more than two months were not followed. Reply to the audit reference is awaited.

M.C.A. 459/V — 4-12-1944

Deposits for rent aggregating Rs. 22-1-0 recovered from ex-tenants of chawls and sheds of Bandra Slaughter Houses between the years 1932 to 1938 were found lying in the deposit account. Reply to the audit reference is awaited.

M.C.A. 476/V — 14-12-1944 & 8-5-45

In the annual Ground Rent Demand Register 51 items of demands, for rent of Re. 1 per annum in respect of spaces of meters installed by the stall-holders of Arthur Crawford Market were shown. Test check of the demands revealed that (1) in three cases demands were not shown in the register, (2) demands were shown twice over in respect of 4 meters, (3) in two cases demands were shown and recovered though there were no meters, (4) in four cases demands were shown and recovered for one meter although there existed two meters in each case, and (5) the names of the stall-holders varied with those in the Stallage Rent Demand Register. Reply to the audit reference is awaited.

M.C.A. 486/V — 23-12-1944, 16-1-1945 & 8-5-1945

For transfer of a private milk market from Shaikh Memon Street to Kika Street a transfer fee of Re. 1 only was recovered from the owner of the market. Under Corporation Resolution No. 333 dated the 13th July 1944, a transfer fee of 25 per cent. of the license fee is fixed for change of places in case of outside meat-shops as they require extra inspection on the part of the Municipality. As the work of extra inspection involved in the case of a private market would naturally be much more, than in the case of a meat-shop, a fee of at least Rs. 6-4-0 should have been recovered as trnasfer fee for the market on the same principle.

M.C.A. 504/V — 3-1-1945

All the municipal quarters and chawls in charge of a Department whether occupied rent-free or otherwise are required to be brought on the Demand Register of the Department. The qurarters allowed rent-free to the Superintendent of Markets, the Senior Assistant, and the Senior Veterinary Inspector were not shown in the Rent Demand Registers. Against the provision of free rooms to 16 labourers and one halalkhore in the Establishment Schedule of 1943-44, 20 rooms of labourers'chawls and 3 rooms of halalkhore chawls in the compound of Bandra Slaughter Houses were shown occupied by the labourers and halalkhores. Further 17 rooms of the old chawls given rent-free under Standing Committee Resolution No. 14804 of 10th March 1926 were not shown in the Establishment Schedule. One block of 32 rooms of the Palton Road Chawls of the Conservancy Department has also been reserved for the labourers of the Market Department as per Standing Committee Resolution No. 774, dated the 31st October 1934 and accordingly about 65 labourers of the Department are given quarters free of rent but they were also not shown in the Establishment Schedule. Reply is awaited.

M.C.A. 508/V — 4-1-1945

Manure is being sold at Bandra Slaughter Houses at the rate of As. 12 per cart load. The recoveries from this source were found very few. The Superintendent of Markets was requested to state whether it was not possible to give annual contract for removing all the manure found in the compound of the Bandra Slaughter Houses. Reply is awaited.

M.C.A. 511/V — 8-1-1945

Stall Nos. 7 to 14 of the Fergusson Road Market were demolished. Four holders of the demolished stalls who used to pay aggregate rent of Rs. 31 per quarter were allowed to shift to other stalls on the same rent although the standard rent of new occupations was Rs. 44 per quarter. Likewise two stall-holders who used to pay rent of Rs. 21 per quarter were allowed to shift on the same rent to other stalls carrying standard rents of Rs. 76-6-0 per quarter. Reply to the audit query is awaited.

M.C.A. 550/V
3-2-1945

Fees amounting to Rs. 10-4-0 for removal of hides and skins of dead animals were recovered short in respect of 4 cows and 2 sheep not accounted for. Fees amounting to Rs. 15-12-0 for removal of 63 sheep and goats during June and October 1943 by the fadkaries were also not recovered. Reply to the audit reference is awaited.

M.C.A. 552/V
3-2-1945

Test check of the counterparts of various types of licences issued by the Department showed that :—

(*i*) A licence was issued in the name of a company instead of in the name of some authorised individual.

(*ii*) Full particulars of licences were not found in some of the counterparts.

(*iii*) Blank forms of incomplete licence books of the previous years were neither utilised in subsequent years nor cancelled.

(*iv*) In some cases counterparts of licences were not attested by any responsible person.

(*v*) Notes of subsequent changes of names and places in the counterpart of licences were not made.

(*vi*) In four cases of outside meat-shops the licences were not written although the fees for the same, were recovered in February 1944.

(*vii*) Licence books of Private Markets and of the Butchers in Private Markets and of kamatrees were reported to be misplaced and not produced for audit.

(*viii*) For doing business as scrapers, servants, or skinners, in Jatka Slaughter House of Arthur Road, fees were not fixed but recoveries at the rate of Re. 1 each were made from 6 persons in 1942-43, and from 12 persons in 1943-44 and kept under deposit. Replay is awaited.

M.C.A. 639/V
26-3-1945

Three stalls of different municipal markets were shown as vacant in the Demand Register and in the quarterly vacancy reports, while they were certified as not vacant in the monthly vacancy reports for September 1943. In another case a stall at Masjid Bunder Market was shown vacant in the monthly report and as occupied in the Demand Register. No uniformity is observed by the Inspectors of various municipal markets in preparing quarterly vacancy reports. Reply is awaited.

M.C.A. 640/V
26-3-1945

Payments of leave salary, etc., contributions up to February 1944, in respect of two Inspectors of the Department who had gone on deputation to the Controller of Grain Shops were received late on 11th April 1944. No interest was, however, found recovered for delay in payment as laid down in Rule 122 of the Municipal Service Regulations. Reply is awaited.

M.C.A. 568/V
13-2-1945

18 items of deposits received during the period from 1930 to 1941 were found lying in the Deposit Register of the Department. This being pointed out, the Superintendent of Markets has since adjusted thirteen of them to Revenue and retained the remaining as standing deposits.

M.C.A. 1132/V
27-5-1942
&
10-11-1943

In the last Audit Report it was mentioned that license fees amounting to Rs. 1,64,108 of the Byculla Private Market remained in the Deposit Account and were not credited to Revenue. In December 1944 the licence fees received in deposit from the years 1936-37 to 1944-45 amounting to Rs. 1,87,817 were adjusted to Revenue.

M.C.A. 3762/V
12-7-1943

In the last report it was mentioned that although the contract period had expired and the firewood shed was dismantled no sanction was obtained for fixing the monthly rent of Rs. 5-10-0 which was recovered from the contractors Messrs. Anderson Dawn & Co., This was set right with the sanction of the Commissioner.

M.C.A. 3705/V
23-6-1943

In the account books of the Market Office it was noticed that (1) yearly demands for ground rent for electric installation from 1939-40 to 1942-43 were taken in the Register in the year 1942-43 when the recoveries were made, (2) transfer fee for stall No. 40 in the Vegetable Section of Arthur Crawford Market was not recovered although the transfer was sanctioned in May 1942, (3) Buffalo slaughter fees recoverable from the Kurla Municipality on or before the last day of each succeeding month, as per agreement, were paid after several months; (4) fees for giving training in the Meat Section was found credited to deposit instead of to Revenue; and (5) postings of recoveries made in the Demand Register were according to the dates of remittances to the Chief Accountant and not according to the dates of receipts passed to the parties. The needful was got done.

M.C.A. 3706/V
23-6-1943

For shifting of outside meat shops from one site to another a nominal transfer fee of Re. 1 was being charged. No fee was however, prescribed in the Schedule of Fees for change of business places which required extra inspection, etc., regarding sanitation and other matters on the part of the Municipality. The Department being written to in the matter a fee at the rate of 25 percent of the license fee has been pescribed for such transfers (*vide* Corporation Resolution No. 333, dated the 13th July 1944).

M.C.A. 570/V
15-2-1945

A special report in respect of the discrepancies and irregularities noticed in the accounts and management of the Bandra Slaughter Houses was made to the Standing Committee. The Standing Committee under their Resolution No. 1898, dated the 7th March 1945, forwarded it to the Commissioner for remarks. No remarks are still received from the Commissioner.

Estate Agent's Department.

The main items of receipts of this Department are (1) Rents from Municipal and *ex*-Trust Properties, (2) Sale of rights, (3) Rents from vacant lands, (4) Rents from permanent leases, (5) Premiums on permanent leases, (6) Sale proceeds of Municipal lands and (7) Receipts from gallery projections, encroachments, etc.

In this connection the following audit observations were made in the last year's audit report :—

The registers of demand, collections and arrears in respect of items Nos. 5 and 7 opened since the year 1940-41 were not found totalled, balanced and reconciled at the close of the year.

The attention of the Department being called to this through the Municipal Commissioner, the Estate Agent in his note, dated 28th July 1944, offered the following explanations for not having been able to carry out the audit requirements properly :—

"These registers were first introduced in 1940 and are being written up since then. The difficulties experienced in meeting the audit requirements are explained below :—

(1) Amongst the payments that have been received since 1940-41 there are many which are towards the satisfaction of the demands made in the previous year and are not shown on the register.

(2) The figures of demand noted in the sanctioned register maintained in the Lease Branch invariably differs from the actual amounts of demands as the demands mentioned in the Improvements Committee's Resolutions are approximate and liable to change.

These difficulties have the effect of showing the payments in some cases more than the demand and in others less.

The Deputy Municipal Commissioner (Improvements) who was made aware of these difficulties has instucted us (Estate Agent's and Land Manager's Department) to open a register with the items of outstanding premium and enter therein new demands when they are actually created and settled. Efforts are being made to open registers on these lines."

The instructions of the Deputy Municipal Commissioner (Improvements) do not appear to have been yet carried out and nothing is so far done to put these matters on a satisfactory basis.

Audit has been making persistent efforts since the year 1938-39 to check the tendency of allowing the arrearsto accumulare by calling for information and explanations from the Department for scrutiny and by forwarding to it periodical lists of arrears of selected. cases During the year under report a number of such statements were dcawn up and sent to the Department but most of them together with some for the prerious years still await final disposal. The Deputy Municipal Commissioner (Improrements) has been pressing the Departmental Officers and staff to take action by circulars, instructions and warnings on the defects shown by Audit, and although some improvement is acieved much remains still to be done. In this connection please see the following remarks on the Audit Report for 1942-43 of the Deputy Municipal Commissioner (Improvements), Mr Shivdasani:—

"I may add that such irregularities are now of a rare occurrence. The credit for this is due to the Audit staff, who by their constant audit references made us improve the system of collection by the issue of circular and tighten it so that there should remain no loop-hole for the repetition of similar cases."

The cases of past arrears, specially of vacated tenancies, do not still receive as much attention as they ought to, as will be seen from the audit objections mentioned hereafter. The amount of such past arrears of vacated tenancies for "Bad and Doubtful Debts" was Rs. 2,88,994 on 1st April 1944. To this was added a sum of Rs. 34,081 on account of fresh arrears accrued during the year 1944-45 bringing the total outstandings to Rs. 3,23,075. Against this recovery effected by the Rent Collecting Staff including adjustments of deposits etc., during the year 1944-45 was Rs. 46,506 only.

In these days of acute shortage of housing accommodation it is difficult to think of a tenant running away leaving arrears without putting some one else in his place and yet the arrears transferred to Bad and Doubtful Debt Register of such tenants during the year amounted to a big sum of Rs. 34,081. Audit also noticed several tenements in Scheme No. 57 and attics in Schemes Nos. 58 and 59 having remained vacant for one year and over and as a result of audit action some attics have since been let out.

Outstanding Audit Notes.

Although every query or observation made by Audit has to be promptly disposed of by the Officers concerned, as laid down in Schedule EE of the Municipal Act and paragraph 9 of the Municipal Audit Procedure Rules sanctioned under Corporation Resolution No. 4787, dated the 4th September 1939, out of the 417 notes issued during the six years ending 31-3-1945 replies received upto the date of writing of this report were only 278.

This year as usual the lists of outstanding audit notes are not attached owing to scarcity of paper.

During the year there were several instances in which the papers were reported to be lost when called for by audit. It may be remarked here, this year too, that the items included in the write-off statement submitted to the Standing Committee for sanction do not appear to undergo proper scrutiny at the hands of the Departmental Officers before they are recommended for write-off and the remarks such as 'Parties not traceable' etc., are mechanically put thereagainst. In this connection the Deputy Municipal Commissioner (Improvements) has issued instructions to the staff to get these items verified properly and it is hoped that such irregularities hill be scrupulously avoided in future.

Non-execution of agreements.

Necessary tenancy agreement in respect of vacant land let-out in Potters' Camp at Dharavi from 1933 is not still executed. The Estate Agent replied that the execution of agreement was under preparation.

M.C.A. 918/III / 18-3-1940

Agreement with Mr. Mohomed Husein Karimbux for the lease of land at Tulsi Pipe Line has since been executed.

M.C.A. 2215/III / 3-1-1942

Set-back land at No. 273, Abdul Rehman Street was leased under Standing Committee Resolution No. 6377, dated the 16th October 1929, to Mr. Lookmanji Thaverbhoy for construction of a temporary shed on a monthly rental of Rs. 40. The party thereafter died, but the lease is not yet transferred to his legal heirs as per report of the Assistant Engineer (B South), dated the 17th March 1937. The Estate Agent was requested to do the needful on 16th November 1942. The agreement, however, dose not appear to have been executed so far.

M.C.A. 3079/III / 9-9-1942

Under Improvements Committee Resolution No. 368, dated the 5th November 1935, vacant land at Mahim was leased to the Trustees of Sunnat-al-Jamat who have not yet executed the agreement, although more than 9 years have elapsed. The Estate Agent replied that work of preparing the agreements was under consideration of the legal assistant.

M.C.A. 3464/III / 27-2-1943

Under Improvements Committee Resolution No. 28, dated the 7th April 1936 permission for access from Municipal Tulsi Pipe Line was granted to Mr. Brijlal Ranjidas on payment of Re. 1 per month, but the execution of agreement thereof is still under settlement by the Legal Assistant.

M.C.A. 3503/III / 12-3-1943

Late submission of vacancy and occupancy reports.

14 cases of late submission of vacancy reports were referred to the Department. On receipt of explanation from the Estate Agent further reference calling for papers regarding two items was made to which no reply is received.

M.C.A. 2355/III / 29-10-1941

44 cases of late submission of vacancy and occupancy reports of municipal vacant lands were referred to
M.C.A. 2875/III / 12-6-1942 the Estate Agent. On receipt of explanations from the Estate Agent, further queries regarding the following two instances of serious delay were made to which no replies are yet received:—

(1) Brijlal Ramjidas occupied a piece of vacant land at Mahim Section for which the occupancy report was submitted after more than 7 years.

(2) One Santkumar occupied a piece of vacant land in scheme 56 for which the occupancy report was submitted after 2 years.

18 cases of delay in the submission of occupancy reports were referred to the Estate Agent. The follow-
M. .A. 4228/III / 31-3-1944 & M.C.A. 4229/III / 31-3-1944 ing are the instances of abnormal delay :—

(*a*) Mr. J. S. Mehta occupied a piece of Municipal vacant land at Parbhadevi, Dadar, on 1st July 1942 at Rs. 35 per month and the occupancy report was submitted as late as 16th July 1943. The Estate Agent replied that the tenancy was in charge of the City Engineer's Department and after a great deal of correspondence, which took over a year, it was transferred to the Estate Agent's Department.

(*b*) Mr. J. A. Dhuru occupied 108 square yards of vacant land at Mahim on 1st April 1941 at Rs. 9 per square yards per year for which the occupancy report was submitted as late as 28th September 1943. The Estate Agent replied that a portion of land was acquired on 1st April 1941 through the Land Acquisition Officer for the extension of Ranade Road. The owner found it very difficult to vacate the tenancy so as to hand over possession of land after demolishing the structures. He subsequently agreed to hand over the possession to the Municipality and requested that he should be considered as a municipal tenant at a reasonable rent. This delayed the submission of occupancy report.

(*c*) Mr. Sultan Mahomedkhan Pathan was granted permission for access to his property at Lower Parel on 1st June 1939 at Re. 1 per month and the occupancy report thereof was submitted as late as 3rd January 1944. The Estate Agent replied that the party wanted permission for an access tohis property along with the Tulshi Pipe Line Road and took a great deal of time to settle the terms and conditions. The occupancy report was submitted after obtaining the Improvements Committee Sanction. (Improvements Committee Resolution No. 324, dated the 9th November 1943).

(*d*) Messrs. Ratansi Damji and others occupied vacant land at Masjid Station Road on 1st July 1943 at Rs. 118-3-0 per month. Occupancy report was submitted on 3rd December 1943. The Estate Agent replied that the tenancy was transferred in the names of Messr. Ratansi Damji and others from the name of the deceased tenant Damji Lalji after all the arrears were cleared. The occupancy report was submitted on 3rd December 1943 as the arrears were cleared in November 1943.

(*e*) Mr. Sheriar Sham Irani vacated Mvnicipal land-opposite Victoria Gardens on 1st August 1943, the monthly rent of which was Rs. 333/-. The vacancy was reported of 23rd September 1943. The Estate Agent replied that the delay in submitting vacancy report was due to dispute in the date of taking over possession.

Vacant land admeasuring 340 square yards in scheme 52 was occupied by one Mr. R. D. Dubash on 1st
M.C.A. 474/III / 13-12-1944 April 1944 at a monthly rent of Rs. 85 *plus* municipal taxes at Rs. 34 per month. The occupancy report thereof was submitted after three months, *i.e.*, on 1st July 1944. The date of occupation was originally written as 21st December 1943, which was subsequently altered to 1st Aril 1944.

The Estate Agent explained that the occupation was an encroachment on the land of the foot-path, which was formerly in charge of the City Engineer's Department and that the Estate Agent's Department was not concerned for reco ery of rents. The City Engineer, howe er, later on requested the Estate Agent to arrange for the recovery of rents. The alteration in the date of occupation was found necessary as the original date was found wrong subsequently.

25 cases of vacant land occupancy reports delayed from 1 to 11 months were referred to the Estate Agent.
M.C.A. 478/III / 18-12-1944 & M.C.A. 521/III / 11-1-1945 In three cases, tenancy deposits were not recovered. In one case of a monthly rent of Rs. 833 the date of occupation was found changed from 14th October 1944 to 20th October 1944 The occupancy reports are a sort of check ensuring accuracy as to the dates of occupations from which rents are chargeable. From the explanations recei ed it appears that they are delayed for want of sanctions, reco ery of deposits, settlement of rents, etc. In this connection the Estate Agent has been ad ised that the submission of reports showing the dates of occupancies pending settlement of all other matters, should be regularly insisted upon, in order that the parties may not get undue advantage of time out of negligence of the staff concerned or otherwise.

Breach of Municipal service Regulations.

One Govind Kuka, a Municipal Sweeper, was given a rent farming contract of 20 rooms in the Mahar
M.C.A. 3591/III / 19-4-1943 Chawls at Rs. 7-3-0 per month per room, less a rebate of 10 per cent. Although Govind Kuka recovered rents in advance practically from all the tenants, he did not pay the Municipal dues and the arrears accumulated to Rs. 2,752 as on December 1942. The matter was taken up by Audit and recoveries are being made in monthly instalments of Rs. 25.

Granting of rent farming contract to a Municipal employee is in contravention of Rule 14 of the Municipal Servant's Conduct and Discipline Rules. Moreover, the non-recovery of the arrears till they accumulated to a sum which is apparently beyond the capacity of a Municipal sweeper to pay is a glaring instance of inaction on the part of the staff which very often results in loss of Municipal revenue.

In the present case, too, it is doubtful whether the recovery at the rate of Rs. 25 per month is at all sufficient to cover up the arrears.

Arrears Written-off.

Arrears of Rs. 90-2-0 due from Messrs. Daddy Billimoria & Co., were written off with the sanction of the
M.C.A. 1525/III / 27-11-1940 Standing Committee on the ground that the firm was untraceable. The firm appeared to be on the approved list of City Engineer's Department and transacting business at 55, Apollo Street, Fort, Bombay, to which the Estate Agent's attention was drawn but no reply is still received.

While test-checking the statement of arrears written off under the Standing Committee Resolution No. 131 of 30-4-41, audit called for papers in ten selected cases. The papers were sent to audit in two cases only and in the remaining eight cases they were reported to be not available.

M.C.A. 258/III of 24-7-1941, and of 4-11-1942.

In one case the sum of Rs. 44-2-10 due from one Mr. F. P. Canteenwalla was found written-off. On tracing his address in the Telephone Directory attention of the Department was drawn to it who recovered a sum of Rs. 22 in full settlement of the claim.

Arrears of rent written-off although audit reference for their recovery was pending with the Department

M.C.A. 3320/III 6-1-1943

Arrears of Rs. 95 due from one Mr. J. B. Pajnigara were written off under the Standing Committee Resolution No. 1342, dated the 2nd December 1942 on the ground that the party was not traceable. Audit pointed out from the occupancy report that one Mr. D. D. Pawri, C/o Messrs. Killick Nixon & Co., had written a personal letter to the Assistant Estate Agent that the party was his son-in-law and the premises should be let to him. The first reference was made by Audit in 1940 and after several reminders thereto another reference was made on 22nd April 1943, reply to which was also considerably delayed by the Department. No efforts appear to have been made to make inquiries about Mr. Pawri and in December 1944 audit was informed that he had expired in July 1941 and that the ex-tenant was not traceable. The papers of action taken were also stated to be missing.

M.C.A. 3598/III 22-4-1943

Arrears of Rs. 15 due from one Mr. D. J. Siganporia were also written off under the aforesaid resolution. Audit pointed out that the party was working as a wireman in Regal Electric Works situated near Wadia Fire Temple, Dhobitalao. In this case also audit made references as in the first case and the Department reported in December 1944 that the company did not exist and the party was not traceable.

In three cases of write off, papers were called for, Out of which papers in one case only were sent by the Department after about 2 years from which it appears that one Mr. Amiruddin Huseinbhoy from whom arrears of Rs. 1,125 at Rs. 150 per month were due for the period ending 15-th July. 1934 was in the service upto 1937 of Messrs. Hatimbhoy Gulamhussein, 193, Nagdevi Street In the write off statement he was reported to be untraceable.

M.C.A. 3709/III 22-6-1943

In another case arrears of Rs. 130 have been recovered at the instance of audit and in the third one the party is reported as untraceable and papers not available.

Arrears of Rs. 46-8-0 due from one salimulla Hidayatulla for occupation of Shop 1, ground floor, block 1, New Mominpura Chawls, were written off under Standing Committee Resolution No. 1170 dated the 18th November 1942, on the ground that the tenant is not traceable. Audit, however, could trace the same name in another continuing tenancy in the same block of the same chawls. The Estate Agent explained that the tenant had two tenancies one a shop and the other a residential room. On his death by about December 1937, the shop became vacant and the residential room continued to be occupied by his aunt. As she was not the legal heir, the arrears could not be recovered from her and therefore the amount was written off.

M.C.A. 3708/III 23-6-1943

Audit further made a reference on the suggestion that a census of all the tenants be taken every quarter so as to weed out tenancies continuing in the names of deceased tenants or tenants who have left the rooms long before.

The Estate Agent's reply is awaited.

Complete papers were asked for under No. M.C.A. 3709, dated the 23rd June 1943 in respect of the following three selected cases, written off under Standing Committee Resolution No. 1170 dated the 18th November 1942, the monthly rents of which were Rs. 150 Rs. 108 8 0 and Rs. 130.

The Estate Agent's reply was received in March 1945, *i.e.* after nearly two years.

(1) One Amiruddin Husseinbhoy vacated rooms 1-9- and 1-9 2nd and 3rd floors, scheme 37, leaving arrears of Rs. 1,125 at Rs. 150 per month Suit No. 34,790 of 1936 was filed by the Legal Assistant against the party incurring court costs of Rs. 130-11-0. The decree obtained has, however, remained unexecuted and has also become time-barred. The Estate Agent reports that the tenancy was a rent farming arrangement and that no further action is possible.

(2) Mahomedally Janmahomed vacated room No. 4, ground floor, case 91, scheme 37, leaving arrears of Rs. 184 at Rs. 108 8 0 per month. The papers thereof are reported to be not available. The party is also reported to be not traceable and hence the amount is wrtitten-off.

The arrears of Rs. 130 in respect of occupation of rooms 1-3 and 1 3 2nd and 3rd floors, case 118, scheme 37 by the late Kasam Ismail was recovered from Mr. M. S. Patel who purchased another structure from him under Receipt No. 345 dated the 12th January 1945.

To a suggestion made to the Estate Agent to prevent items of arrears going to the Standing Committee for write off without proper investigation, the Estate Agent replied that papers were not available in some cases as they pertained to a very old period and in some cases the arrears became irrecoverable and hence they were put up for write off.

M.C.A. 3831/III 14-8-1943

The Estate Agent's further reply is awaited.

Arrears of Rs. 434-6-2 and Rs. 20 due from one Mr. Ebrahim Sheikh Mahomed Kalasekar were written off under Standing Committee Resolution No. 1786 and 131 dated the 24th March 1939 and 30th March 1941 respectively. Recoveries are however, found being effected. The Estate Agent was, therefore, asked how the arrears happened to be written off in March 1939-1941.

M.C.A. 590/III 23-2-1945

The Estate Agent's reply is awaited.

Arrears of Rent Recoveries at the instance of Audit.

Serial No.	Particulars of Tenancy.	Name of the Party.	Reference No.	Amount outstanding.	Date of recovery.	Remarks.
1	Agripada 12 blocks ...	P. F. Fernandez ...	R.A. 72 / 14-1-1939	Amount of arrears Rs. 96-11-0 after 1936.	By instalment.	
2	Stable at Bellasis Road Maternity Home Compound.	H. Navroji ...	M.C.A. 1115/III / 14-5-1940	Rs. 261-8-0	By instalment ...	Last instalment of Rs. 101-8-0 recrovered under receipt No. 14852 of 11-2-1943.
3	Construction of sitting-out place on plot No. 402, Dadar-Matunga Estate.	Messrs. S. R. Agarwal & C. R. Agarwall.	M.C.A. 1818/III / 6-7-1944	Rs. 476 4 0	Receipt No. 8019 & 6160 of 9-8-1944 and 550 of 12-3-45	
4	Room No. 19, 1st floor, 8-18, Parsi Panchyat Lane	M. D. Kaikhusru ...	M.C.A. 2200/III / 12-8-1941	Rs. 263-6-1 ...	Receipt No. 8250 of 4-4-1944.	

Serial No.	Particulars of Tenancy.	Name of the Party.	Reference No.	Amount outstanding	Date of recovery.	Remarks.
5	Case 27, 1st floor, Room No. 3, Scheme No. 29.	Mr. Rajabusen Valli-mahomed.	M.C.A. 3101/III / 16-9-1942	Rs. 54-2-0	... By instalment.	
6	Scheme 37, Case 118, 2nd floor and 3rd floor room Nos. 1-3 and 1-3.	Kassam Ismail ...	M.C.A. 3709/III / 24-6-1943	Rs. 130 for the priod ending November 1934. Written off under S.C.R. No. 1170 of 18-11-1942		
7	Sale of rights of cultivation in Scheme 56.	Raoji Raghoo ...	M.C.A. 3726/III / 28-6-1943	Rs. 5-0-0	... Receipt No. 4070 of 29-7-1943.	

Arrears of Rent (Permanent).

M.C.A. 2342/III / 16-10-1941, M.C.A. 2939/III / 11-7-1942 & M.C.A. 275/III / 19-9-1944

112 cases of heavy arrears of ground rent from lessees for 4 quarters and over were reported to the Estate Agent. He replied that recoveries were effected in all cases except the following case :—

On a scrutiny of papers of High Court Suit against Mr. Tricumdas Kallianji, lessee of plot No. 24, it was noticed that a sum of Rs. 32-13 0 paid to the Jupitor General Insurance Company, Ltd., as premium was not included in the plaint and consequently in the consent decree dated the 11th July 1944. A further sum of Rs. Rs. 27-14-0 was also not allowed by the Court in the decree as the payment thereof was not then made.

The Estate Agent has been advised to take steps to recover these amounts and advise.

M.C.A. 246/III / 7-8-1944

15 cases of arrears of ground rent due from the lessees for four quarters (*i.e.* 12 months) and over was forwarded to the Estate Agent for early recovery.

Arrears of Rent (Temporary).

M.C.A. 1246/III / 17-7-1940

Mr. N. B. Godbole vacated a bungalow in scheme 6, leaving arrears of Rs. 120 at Rs. 40 per month for the period ending June 1938. It appears from the papersr that no action was taken for a period of $1\frac{1}{2}$ years, although Standing Committee's orders were obtained to file a suit in Novembe 1938. The Estate Agent replied that claim suit was not filed as the financial condition of the party was not known and although subequently it was ascertained that the party owned one ink factory and other property jointly with his brother at Khed, near Poona, no action was taken as it was considered to be very expensive. Audit further pointed out that the procedure mentioned by the Estate Agent that no notes were kept by the staff, of the inquiries made about the ex-tenants unless substantial information was secured might give sufficient ground and indulgence to the staff for negligence of duty. The Estate Agent thereupon issued a circular that the Rent Collecting Staff should enter in a diary the efforts (if any) made by them to recover arrears from ex-tenants.

M.C.A. 1440/III / 9-10-1940 & M.C.A. 2408/III / 14-11-1941

Several cases of arrears of over six and nine months were referred to the Estate Agent.

The Estate Agent's further reply is awaited.

Final replies to the following cases of heavy arrears reported last year are still not received —

Arrears of Rs. 528 from Mr. R. S. Nikalje.

M.C.A. 1261/III / 25-7-1940

M.C.A. 1500/III / 13-11-1940

18 cases of arrears of 1937-38 due from traceable tenants. Recoveries have been effected in full in 8 cases and in part in one. In one case the arrears are reported to be irrecoverable. The Estate Agent's reply in the remaining eight cases is awaited.

Arrears of Rs. 50 and Rs. 75 from one Bahadur Agnoo.

M.C.A. 1660/III / 7-2-1941

M.C.A. 1239/III / 17-7-1940 & M.C.A. 1659/III / 7-2-1941

Arrears of Rs. 1,642-9-0 due from Mr. B. R. Bhonsale for occupancy of rooms in case 899/2, scheme 57 and a piece of land in case 403 in the same scheme.

M.C.A. 1280/III / 29-7-1940

One Mr. Khara Baba was in arrears of Rs. 80-8-0 at Rs. 3-8-0 per month from November 1937 to September 1939 *i.e.* for 23 months for occupation of room 3, second floor, case 774A, scheme 57. The Estate Agent replied in 1945 after a lapse of 5 years that frequent transfers of the staff and other reasons made the case run into heavy arrears. The ex-tenant was dead ; ere was no trace of his legal heirs and the arrears would be included in the write-off statement.

M.C.A. 1332/III / 23-8-1940 & M.C.A. 5/III / 6-4-1944

The plot at Cruickshank Road next to the Municipal Head Office, admeasuring 1,500 square yards was leased under Standing Committee Resolution No. 4435 of 30th August 1933 to the heirs and representatives of the Late Mr. E. K. Patel for a period of three years at a monthly rent of Rs. 475 on condition that the rent should be paid every month in advance and that the tenant should not mortgage his interest without the assent of the Commissioner.

It was, however, mortgaged by Mr. N. C. Patel, the legal heir of Mr. E. K. Patel to Mr. J. S. Lam of of Messrs. Lam & Co., Solicitors in 1937, which fact appears to have been known to and connived at by the Department, which received rent from Mr. Lam for neraly two years during 1937 & 1938.

Then Mr. Lam disowned his liability to pay ground rent to the Municipality. The Legal Assistant poined on 10th October 1939 that Mr. Lam was not liable to pay the arrears of ground rent. Thereafter the

files of papers remained in the division without disposal from 1940 to 1943. Audit note was sent to the Department on 23rd August 1940 under No. M.C.A. 1332-III., and again on 6th April 1944 under No. M.C.A. 5/III, which remained unreplied upto 24th April 1944, when the enitre Municipal claim of Rs 1,384-7-0 was settled at Rs. 500 under Standing Committee Resolution No. 281 dated the 2nd June 1944.

Firstly the Department failed to revise the agreement when the lease was mortgaged to Mr. Lam. Secondly little attention appears to have been paid towards the recovery of the amount for nearly three years when the entire claim had to be settled at a loss of Rs. 884-7-0.

Three cases of outstanding arrears of vacated tenancies aggregating to Rs. 1,624-8-0 were referred to the,

M.C.A. 1561/III / 10-12-1940 — Estate Agent on 10th December 1940 who repied in 1943 that amounts aggregating to Rs. 1,404-8-0 became irrecoverable as timely aclion could not be taken owing to the locality being affected by Hindu-Muslim riots and mill strike.

The Estate Agent's reply regarding the balance of arrears of Rs. 220 is awaited.

The papers showed nothing but the usual way of delaying actions on the part of rent collecting staff still the arrears were piled up and then of reporting on the untraceability of the defaulters etc., Audit, therefore, suggested strong action by the Commissioner to eject the defaulters in time. As aresult a new set of rules fixing the procedure to be followed by the rent collecting staff has been framed and brought in force since 1st April 1943.

Regarding arrears due from one minocheher D. Kaikhushroo, the Estate Agent replied that as the

M.C.A. 2200/III / 8-10-1941 — Hornby Ballard Scheme was transferred from one division to another division on 1st June 1938 the papers of the party were mixed up with other papers and as a result action was not taken. Later on, however, the missing papers were traced out when it was noticed that the party had applied for insolvency and the claim was lodged with the Official Assignee, who has since paid a sum of Rs. 263-6-1 in full settlement of the claim.

The Commissioner remarked that the missing of papers had become somewhat frequent and he, therefore, instructed the Estate Agent to warn the staff against the happening of that knid and deal severely in future with those who may be found responsible for misplacing papers.

Only two instalments of Rs. 2 each were found recovered towards large arrears of Rs. 120 due from

M.C.A. 2405/III / 13-11-1941 — M. J. Sultanally Bandeally for occupation of vacant land in scheme 29. The Estate Agent was therefore, asked to increase the amount of instalments and to see that the party paid the instalments regularly.

Reply is awaited.

Regarding arrears of Rs. 106-5-0 at Rs. 5-13-0 per month due from F. Perreira for occupation of room

M.C.A. 2817/III / 11-5-1942 — No. 33, 1st fl or, block No. 6, Superibag Chawls. In the interim reply the Estate Agent stated that the old arrears represented a gap on account of non-intimation of paysheet recoveries by the Chief Accountant. The Estate Agent's further reply is awaited.

Regarding 51 items of arrears of vacated tenancies for 1941-42 referred to the Estate Agent, he replied that

M.C.A. 2961/III / 24-7-1942 — the arrears in respect of 12 items were recovered in full and in 14 other cases they were reduced by adjustment of deposits etc., and in ten cases they were being included in the write-off statement. Papers in respect of three items were not available. The Estate Agent's further reply is waited.

On a reference by Audit regarding the arrears of Rs. 266-2-6 at Rs. 13-13-0 per month left by a tenant

M.C.A. 2985/III / 3-8-1942 — who occupied a piece of vacant land at C. P. Tank Road, the Department recovered a sum of Rs. 100 and compromised the claim with the sanction of the Standing Committee under No. 1926 dated the 14th March 1945.

In this case the tenancy stood in the joint names of Messrs. K. K. Gandhi and C. S. Patel prior to 1st

M.C.A. 3006/III / 10-8-1942 — January 1938. It appears to have been transferred in the name of Mr. Gandhi alone after that date. The outstanding against this tenancy in respect of rents and taxes are 550 and Rs. 273 4-0 (Rs. 132-13-0 *plus* Rs. 140-7-0) respectively. A suit was filed against Mr. Gandhi and a decree obtained after a considerable lapse of time for Rs. 330, out of Rs. 550 on account of rent, leaving a balance of Rs. 220 which was time-barred. The decree also remained unexecuted. As a result of audit insistence to trace out the party and recover the amount, further correspondence appears to have been carried on by the Department with Mr. C. S. Patel Mr. Gandhi has been working as advertisement agent on the Bhawanagar State Railway. The Estate Agent has been asked to report the recoveries when made from the party concerned Reply is awaited.

Out of 4 cases of arrears referred to the Department, recovery of Rs. 45-3-0 has since been effected and.

M.C.A. 2731/III / 18-9-1942 — the arrears in respect of other three items are proposed for write-off, being irrecoverable.

Outstandings of rent and court costs amounting to Rs. 98-13-0 due from S. N. Shanbag were written-off

M.C.A. 3103/III / 25-11-1942 — under the Standing Committee Resolution No. 792 dated the 2nd Sepaterber 1942, although a decree was obtained against him in respect thereof. The Estate Agent replied that in view of the feasibility of execution of the decree, the matter was kept pending. His further reply is awaited.

Regarding arrears of Rs. 3,387 due from Mr. N. A. Todiwalla as on 1st December 1942 for the occupa-

M.C.A. 3251/III / 3-12-1942 — tion of plot No. 2942 at Arthur Road Bridge at Rs. 132-12-0 per month. Although the Standing Committee's sanction was taken on 6th March 1940 to file a claim suit no action was taken against the *ex*-tenant till March 1941, when he died. No action was also taken against his heirs till 22nd Desember 1942, when the plot was re-entered upon by the Municipality. The Estate Agent replied that as there were no assets belonging to the party worth attachment, claim suit was not filed. The Estate Agent's further reply regarding crediting the sale proceeds of the building to Capital Account and the deposit of Rs. 796-8 0 to miscellaneous revenue is awaited.

Regarding arrears of Rs. 6,247 10 0 due from Mr. Damji Lalji in respect of different occupations, the

M.C.A. 3239/III / 18-12-1942 — Estate Agent replied that properties of Damji Lalji had since been vested in the Court Receiver who was requested to clear the arrears. Further report of the recovery is awaited.

Regarding arrears in respect of departmental occupations in Block No. 1, Palton Road Chawls. The

M.C.A. 3290/III / 18-12-1942 — Estate Agent's reply to audit reference is not yet received.

Heavy arrears of vacated and running tenancies of a party referred to the Estate Agent have since been

M.C.A. 3310/III / 5-1-1943 — recovered.

Out of 18 cases of outstanding riot taxes of 1936 due from the existing tenants full recovery has been made in 14 cases. Reply regarding the remaining four cases is awaited.
M.C.A. 2729/III
7-4-1942

The arrears of Rs. 500 due from one Malik Odius Malik Hamidulla were reported as being recovered by instalments. The Estate Agent however, subsequently reported that the party was not traceable. In another case papers were called for but they are not yet received.
M.C.A. 2428/III
26-10-1941

Mr. B. G. Acharya, an existing tenant, was in arrears of Rs. 68 for the period ending January 1938. The arrears have since been recovered at the instance of audit.
M.C.A. 3592/III
19-4-1943

Arrears of rent due from Mr. Chhaganlal Kara were recovered at the instance of audit. The Estate Agent has been advised that in cases where the monthly rent is Rs. 100 or more scrupulous care should be taken to see that recoveries are effected from month to month.
M.C.A. 3369/III
2-9-1943

To audit reference regarding 89 cases of arrears for six months and over, the Estate Agent replied that generally the arrears over six months were considered bad and that efforts were being made to reduce them. The Estate Agent has been questioned as to why steps were not taken to eject them in time.
M.C.A. 3902/III
21-9-1943

Reply is awaited.

To an audit reference regarding arrears of Rs. 55 due from one Mahomed Ibrahim the Estate Agent replied that the party was not traceable and the arrears would be included in the write off statement.
M.C.A. 3958/III
15-10-1943

Arrears of Rs. 53 9 0 due from Tejuddin Kutubuddin Rajguru, a Municipal employee, is still outstanding. The Estate Agent's reply is awaited.
M.C.A. 4177/III
17-2-1944

Out of 22 cases of arrears referred to the Estate Agent, recoveries have been effected in 5 cases; 7 cases are reported to be irrecoverable and in 10 cases the Department is said to be taking steps to recover or adjust st the amounts against deposits.
M.C.A. 4212/IIV
3-3-1944

The Estate Agent's report in the latter 10 cases is awaited.

Two cases of heavy arrears were referred to the Estate Agent. Reply is awaited.
M.C.A. 3790/II
23-7-1943

Messrs. Ahmed Abdul Karim Bros., vacated Municipal premises known as Crusher Building at Carnak Road, leaving rent in arrears of Rs. 300 for April 1942. Although this amount of arrears was recovered on 10th July 1942 under receipt No. 635/71 and posted in the bad and doubtful debt register subsequently on 30th October 1942, the Department effected an adjustment appropriating Rs. 300 out of the party's deposit of Rs. 900 towards the arrears.
M.C.A. 57/III
5-5-1944

No reply is still received to the note as to why the adjustment was proposed by the Estate Agent's Department and also carried out by the Chief Accountant in the absence of arrears appearing in the books.

One J. D. Dossa was ejected through Court on 1st December 1938 from his occupation of the Municipal premises in case 23, Scheme 60. Although the financial condition of the party was then reported to be sound, no action was taken for over one year to file a claim suit to recover the arrears of Rs. 1,402 at Rs. 87-10-0 per month and the Court costs of Rs. 118-1-0 and the papers were reported to be lying in *ex*-rent collector's chowkey without any action. The arrears were subsequently recommended to be written-off as they had become time-barred.
M.C.A. 4034/V
16-5-1944

It is apparent from this that the movements of papers requiring prompt action are not being watched by the Department with the attention it deserves.

Rs. 1,255 in respect of right of collecting fruits in Mahim for the period ending 31st March 1943.
M.C.A. 304/III
18-9-1944

The Estate Agent replied that the amount of arrears was recovered on 26th March 1942, but was left in the deposit account and it had since been proposed for adjustment. The staff concerned was warned to be careful in future.

Six items of heavy arrears of rent aggregating to Rs. 1,163-11-3. The Estate Agent replied that the arrears in three cases were proposed for adjustment, the intimations whereof were awaited from the Chief Accountant and that action for recovery was being taken in the remaining items. Further report is awaited.
M.C.A. 305/III
18-9-1944

Arrears of Rs. 270 per month and Rs. 45 per month for occupation of room5, ground floor, plot 36, scheme 3. The tenancy was transferrred in the name of the brother of the original tenant on taking a pro-note for the arrears. The Estate Agent replied that the arrears were being recovered by instalments and the amount of arrears left was Rs. 150. Further report is awaited.
M.C.A. 338/III
11-10-1944

(2) Arrears of Rs. 30 at Rs. 7-8-0 per month for occupation of room 1, ground floor, case 579/580, scheme 52. The Estate Agent replied that the arrears of Rs. 22-8-0 would be included in the write-off statement after adjusting Rs. 7-8-0 from deposit.

Arrears of Rs. 96 at Rs. 12 per month for the period ending September 1944 for occupation of room 2nd, ground floor, Case 2-C, Scheme 57. The amount was recovered on 10th November 1944.
M.C.A. 395/III
31-10-1944

One Dattatraya Vithal vacated room No. 69, 3rd floor, block No. 10 on 1st July 1943, leaving arrears of Rs. 49 at Rs. 7 per month. Audit reference being made to the Estate Agent, the amount was recovered in full but the papers were reported to be missing.
M.C.A. 129/III
31-5-1944

274 items of arrears of rent of vacated tenants were reported to the Estate Agent for recovery and advise. Reply is awaited.
M.C.A. 181/III
29-6-1944

A C. I. Sheet structure comprising of ground and first floors in case No. 851, Scheme 6, Sion, was let to one Mrs. Blanche at a monthly rent of Rs. 50-9-0. As she was found in arrears and as the shed was considered to be in a delapidated condition, ejectment suit was filed against her and she was asked by the Court to vacate the premises. However, the party paid up the arrears and was allowed to continue occupation of the premises.
M.C.A. 382/III
30-10-1944

Again the arrears piled up for several months, out of which at the instance of audit a sum of Rs. 388-6-3 was recovered later and the balance of Rs. 186-5-9 remained unrecovered which has since become time-barred.

Outstanding items regarding arrears of rent:—

M.C.A. 113/III / 23-5-1944 (1) 54 items of arrears of six months and over in respect of Municipal taxes.

M.C.A. 341/III / 12-10-1944 (2) Arrears of Rs. 168-2-0 at Rs. 24-8-0 per month as on 1st October 1944 for rooms 23-24, ground floor, Case 311-A, Scheme 3.

M.C.A. 390/III / 30-10-1944 (3) Arrears of Rs. 93-7-0 and Rs. 26 at Rs. 7-3-0 and Rs. 2 per month respectively as on 1st October 1944 for the occupation of rooms 1-2 and 3, Case 988, Scheme 57.

M.C.A. 394/III / 31-10-1944 (4) Arrears of Rs. 211-14-0 at Rs. 35-13-0 per month for occupation of 358 square yards of vacant land in case 42-44, scheme 5 7 for the period ending September 1944.

M.C.A. 583/III / 19-2-1945 (5) Outstanding arrears of Rs. 290 for occupation of a portion of case 132, Scheme 37. (Standing Committee Resolution No. 1522, dated the 23rd February 1938).

Arrears of Court Costs.

M.C.A. 1387/III / 21-9-1940, M.C.A. 680/III / 30-10-1939, M.C.A. 772/III / 5-1-1940, M.C.A. 1556/III / 6-12-1940 & M.C.A. 2653/III / 24-4-1942

Items of outstanding court costs which were sanctioned to be written-off were referred to the Estate Agent for recovery, as they appeared to be due from existing tenants. Out of 66 items, recoveries have been effected in full in 33 cases and the remaining cases were either settled or included in the write-off statement as irrecoverable.

M.C.A. 2404/III / 13-11-1941 Out of three items of arrears referred to the Department, recovery of Rs. 6-8-0 in one case has been effected at the instance of audit and reply in other 2 cases is awaited.

M.C.A. 2893/III / 19-6-1942 Out of 5 items of outstanding court costs brought to the notice of the Department recovery has been effected in three cases. Reply regarding the remaining 2 items is awaited.

M.C.A. 3101/III / 16-9-1942 Arrears of rent and court costs amounting to Rs. 54-2-0 due from Rajabhusen Vallimahomed referred to the Department have since been recovered.

M.C.A. 3263/III / 10-12-1942 Regarding arrears of court costs due from *ex*-Municipal servants the Estate Agent's reply is awaited.

M.C.A. 281/III / 31-8-1944 **167 items of court costs outstanding in respect of ejectment suits were referred to the Estate Agent for early recovery and advise.**

The Estate Agent's reply is still awaited.

Registers of Decrees and Claim Suits.

M.C.A. 3984/III / 25-10-1943 **As reported last year, certain irregularities in the Registers of Decrees and Claim Suits, such as omission of entering decrees in the register, allowing the decrees to lapse, etc., were pointed out by Audit. Audit further brought to the notice of the Estate Agent that several decrees were allowed to lapse without his orders and amounts of rent were proposed for write-off in certain cases although the decrees were valid.**

M.C.A. 1595/III / 21-12-1940 **Papers in respect of 24 selected cases were called for on 21st December 1940. In 19 cases they were received from time to time and in the remaining five cases they are reported to be missing after over 4 years.**

Out of the above five cases, two *ex*-tenants, Hirji Monji and Lawrence Monteirio were paying large monthly rents of Rs. 100 and Rs. 50 and have left heavy arrears of Rs. 390-10-0 and Rs. 133-5-8 (including Court costs) for the occupation of shops at 13-290D, Gunbow Street and 28 Parsi Bazar Street (Fort) respectively and reported to be not traceable.

The papers in the above two cases were traced out in 1943, but they were reported to be lost in transit when they were being sent to Audit Department.

M.C.A. 4034/III-V / 3-12-1943 25 cases of outstanding amounts shown in the Legal Assistant's Demand Registers for suits filed on behalf of the Estate Agent's Department referred to the Estate Agent Replies for about a dozen cases have been received and further irregularities in respect Agent's of some of them have been pointed out. The Estate replies in respect thereof as well as the remaining items are awaited.

Sale of acquired lands at Worli Koliwada.

M.C.A. 938/III The question regarding recovery of arrears of sale price of properties at Worli Koliwada and the registers maintained in respect thereof was first raised in the year 1939-40 but it is not yet disposed of. Early attention is necessary.

Miscellaneous.

Construction of sitting-out place on plot No. 402 in the Dadar Matunga Estate was sanctioned by the Deputy Municipal Commissioner (Improvements) on 29th October 1937 on payment of a premium of Rs. 407. The sitting-out place was completed on 1st February 1938 but the above premium was left unrecovered. On audit reference the Estate Agent stated that the file was misplaced, and a letter was written to the Architects on 3rd July 1941. After disputing the claim they agreed to pay up the amount of premium of Rs. 407 with the interest amount of Rs. 69-4-0 from 9th October 1941 only. The amount of Rs. 476 was recovered on 9th August 1944 and the balance of As. 4 was recovered on 12th March 1945.

M.C.A. 1818/III
22-7-1941

As reported last year the deposit registers show a number of tenancy and other deposits received during past years remained unadjusted to revenue. Audit suggestion that these deposits should be scrutinized and adjusted to rent account or credited to unclaimed dues and deposits still remains unattended to.

M.C.A. 2556/III
20-1-1942
&
M.C.A. 2707/III
27-3-1942

Replies to the following references are still not received :—

Re : Recovery of difference in rent for the occupation of increased area.

M.C.A. 3498/III
9-3-1943

Re : Arrears of rent for 28 months at Re. 1 per month in respect of access over the Tulshi Pipe Line.

M.C.A. 3493/III
9-3-1943

Re : Irregularities in Demand Registers for court costs.

M.C.A. 2226/III
21-8-1941

Re : Arrears in connection with a sale of right.

M.C.A. 2249/III
30-8-1941

As reported last year the interest register was found incompletely written and not checked by the Chief Accountant's staff. To an audit reference the Estate Agent replied that the register would hereafter be maintained properly.

M.C.A. 3536/III
23-3-1943

Three cases of occupation of rooms for 2 years, 7 years and 6 months by persons other than those in whose names the tenancies were running in the Demand Registers were noticed in connection with the Imamwada Chawls. It was also noticed that the forms of tenancy agreements showing complete information as to the address, occupation, etc., of the incoming tenants were not properly filled up so as to be useful in the event of the tenants absconding from the premises, leaving the rent in arrears. The Estate Agent's reply is awaited.

M.C.A. 3385/III
22-4-1943

The Estate Agent was advised to recover additional amounts of deposits in proportion to the increases in rents affected for shops and godowns at Mandvi Koliwada Chawls from 1st November 1943. He replied that some of the tenants being very old refused to pay additional deposits making in all equal to two months' rents. Ultimately the Municipal Commissioner agreed to recover only one month's rent as deposit from such old tenants.

M.C.A. 4214/III
4-3-1944

A chawl superintendent had issued 12 receipts on Saturday the 15th April 1944 for rents aggregating to Rs. 85-10-0 collected from the tenants of the Mandvi Koliwada Chawls. A reference was made to the Department as to how the Chawl Superintendent happened to go to collect rents in the area affected by fire on the very next day of the explosions.

M.C.A. 36/III
19-4-1944

The Estate Agent replied that the Assistant Chawl Superintendent had passed post, dated receipts as it was not possible for him to pay the amount of collection into Office on the very day within the usual hours.

Audit contradicted the statement of the rent collection staff as the 14th April 1944 was not one of the days fixed for the Chawl Superintendents to bring in their amounts of collections.

The Chawl Superintendent was warned by the Deputy Municipal Commissioner (Improvements).

No action appeared to have been taken to recover the balance of decretal amount in High Court Suit No. 569 of 1939. The Estate Agent was requested to make the recovery and advise.

M.C.A. 4034/III
22-4-1944

It was also suggested to the Estate Agent that the responsibility for making timely action for the execution of the Court decrees should be fixed on some officer of his Department and also that a register showing the demands in respect of decretlal amounts and costs and the recoveries effected there against should be maintained. Reply is awaited.

Two statements containing 29 and 68 items, selected in test check from Circulating Register of two divisions, were sent to the Estate Agent pointing out the irregularities and caliling for complete papers in respect of some of them. Although addresses and other particulars of defaulting tenants are available, no efforts appear to have been made to effect recoveries in respect thereof. The Estate Agent replied regarding the first statement of 29 items that the tenants in 13 cases were untraceable in some cases suits were to be filed and so on. The reply regarding the second statement of 68 items is still awaited.

M.C.A. 65/III
9-5-1944

Lessee of plot No. 111, Sion Matunga West, was given a rebate of 6 per cent. per annum for the free period given up from 8th January 1942 although full amount of commutation was not paid by him. The balance amounting to Rs. 1,352-6-0 was paid on 9th June 1942. The Estate Agent was, therefore, requested to recover interest at 6 per cent. per annum on Rs. 1,352-6-0 from 8th January 1942 to 8th June 1942.

M.C.A. 119/III
26-5-1945

The Estate Agent replied that the demands of commutation amounts are made on approximate area only and accordingly the party paid the same. The correct area after joint survey was found more and the balance was demanded on 25th May 1942 which the party paid on 9th June 1942. This shows delay of over four months in taking joint survey and loss of interest on the balance of commutation amount for that period.

M.C.A. 120/III, 26-5-1944 & M.C.A. 132/III, 1-6-1944

On a test check of the Demand Register of Scheme 59, some attics were found continuously vacant. They were inspected on spot on 24th May 1944 and 26th May 1944 with the rent collector and were found in actual use of the ground floor tenants for stocking materilas. Obviously therefrom the supervising staff never seemed to have inspected the premises. The Estate Agent was requested to let out the rooms to those who were prepared to take them along with attics. The Estate Agent replied that two attics being unfit for human habitation had since been demolished and the demands in respect thereof were deleted from the Demand Register and third one was rented out at Rs. 1-8-0 per month. The Deputy Municipal Commissioner (Improvements) agreed that independent access for lofts may be provided so that they can be reasonably let or offer to let the other tenements without the loft be refused.

M.C.A. 154/III, 14-6-1944

On spot inspection of case 397-398 in scheme 58, it was noticed that attics 1-3 and 4 were found vacant for nearly two years. The entrance to the attics was found to be through the premises of ground floor-tenant. A statement of unlet attics containing monthly rents and period during which they were vacant was called for from the Estate Agent. He was also asked as to why the attics should not be let out along with the adjoining rooms.

The Estate Agent's reply is awaited.

M.C.A. 369/III, 26-10-1944

The following irregularities were reported as a result of spot-audit of Sydenham Road and Chinchbunder Chawls :—

(1) Two receipts were issued to one Purshottam Lakhmaji for the rent of June 1944 in respect of his occupation in Chinchbunder Chawls on 14th July 1944 and 13th September 1944.

(2) Three full drums of phynile were shown in the stock book, whereas two full, one almost full and half used were actually in stock.

(3) Fourteen empty phynile drums, fourteen old dust-bins and two very old big drums were not accounted for.

(4) The quantity of coir ropes as per stock book was nil, whereas actually there was a good stock of coir ropes.

(5) Two pick axes were shown in the stock book whereas there was only one unused pick axe in stock.

The Estate Agent's reply is not yet received.

M.C.A. 463/III, 5-12-1944

Owing to innumerable scratchings and overwritings in a rent collector's rent register, a spot audit was arranged and receipts with the tenants were verified with the register. Although nothing incriminating was found in connection with the recoveries made by the Rent Collector a reference was made to the Estate Agent who has issed necessary warning to the Rent Collecting Staff to be careful in writing the registers.

M.C.A. 448/III, 28-11-1944

Seven tenements in scheme 57 appeared vacant for one year and over as per Demand Registers. A reference was made to the Estate Agent whether the premises were not in a habitable condition and if so, what steps were taken to rent them out during these abnormal days.

E.A's reply is awaited.

M.C.A. 460/III, 4-12-1944

The following irregularities in one rent collector's rent register were reported :—

(1) Recoveries were being made quarterly in some cases, where large amounts of monthly rents were involved.

(2) Areas in respect of vacant land occupations were not recorded.

M.C.A. 532/III, 22-1-1945 & M.C.A. 578/III, 17-2-1945

As a result of the test check of Circulating Registers the following irregularities were reported :—

(1) The registers not maintained upto date.

(2) Adjustments stated to have been proposed during 1942-43 not found carried out in the Chief Accountant's books till the end of 1943-44.

(3) Remarks made in the register by the members of the Rent Collection Staff not attested.

(4) Sufficient space not kept in between the two entries.

(5) Remarks against several items incomplete.

(6) No action found to have been taken against defaulters although their addresses were available.

(7) No recoveries effected although remarks were made in 1943 that the parties promised to pay.

The Estate Agent's reply is not yet received.

Statemeot showing the cases wherein papers were reported to be missing by the Department.

Serial No.	Case No. and Date.	Subject-matter.	Name of the Party.	Remarks.
1	R.A. 72/ of 14-1-1939 and E.A.'sMisc. 421 of 22-8-1940. ...	Occupation in Agripada 12 blocks...	Mr. P. F. Ferandes ...	Sanction papers not traceable.
2	M.C.A. 1280/III of 29-7-1940...	Occupation of Room No. 3, 2nd floor, case 774A, Scheme 57	Khara Baba ...	Action papers and original audit note missing.
3	M.C.A. 1595/III of 21-12-1940.	Items of current claim suit ...	Five cases in a statement of 19 cases.	Papers reported missing after four years.
4	M.C.A. 3550/III of 30-3-1943 ...	Arrears of rent and Court costs written off under Standing Committee Resolution No. 13 of 1-4-1942.	Ten cases ...	Papers not traceable.
5	M.C.A. 3598/III of 22-4-1943 ...	Recoverable arrears from write-off statement under Standing Committee Resolution No. 1342 of 2-12-1942.	Jehangir B. Pajnigara and D. J. Signaporia.	Action papers missing.
6	M.C.A. 129/III of 31-5-1944 ...	Occupation of room on 3rd floor, block 10, Mazagaon Chawls.	Dattatraya Vithal ex-Constable, Police Department.	Correspondence not traceable.
7	M.C.A. 3572/III of 13-4-1944 ...	Write-off statement for the period from July 1937 to September 1937.	Several cases ...	Action papers not available.
8	M.C.A. 3831/III of 14-8-1943 ...	Write-off statement sanctioned under Standing Committee Resolution No. 1342 of 2-12-1942.	Several cases ...	Papers not available.

DIVISION 'B'

Statements of receipts and payments and Balances Revenue, Capital and Suspense Accounts of Municipal and Improvements Accounts in a summary form.

(*Note* 1 :—Unless specially indicated, the figures through out this report are in lakhs of rupees.)
(*Note* 2 :—In these statements the assets purchased out of revenue and written off to expenditure from year to year and not shown on books of accounts are not included.)

I.—*Municipal Accounts (Proper).*

REVENUE ACCOUNT.

1. *Explanatory.*—The original Budget Estimate for the year anticipated a revenue deficit of Rs. 22.69 The actuals, however, resulted in surplus of Rs. 16.82. The improvement of Rs. 39.51 in the revenue position over that budgeted for the year was mainly due to increased realisation of Rs. 36.01 and less expenditure of Rs. 3.50.

2. *Summary of Revenue transactions for the year.*

	Actuals 1943-44.	Budget 1944-45.	Revised 1944-45.	Actuals 1944-45.
	Rs.	Rs.	Rs.	Rs.
Opening Balance ...	45.87	36.59	64.01	64.01
Income ...	403.98	393.76	416.48	429.77
Expenditure ...	390.96	416.45	422.17	412.95
	13.02 (Surplus)	22.69 (Deficit.)	5.69 (Deficit.)	16.82 (Surplus)
Balance	58.89	13.90	58.32	80.83
Recoupment of Advances etc. ...	+5.12	...	—1.31	—11.75
Closing Balance ...	64.01	13.90	57.01	69.08

Lapsed Grants.—The amounts of lapsed grants estimated to be renewed during the year 1945-46 aggregates Rs. 18.13 against Rs. 10.77 in 1944-45 showing an increase of Rs. 7.36. The details are given in Appendix 4 of the Chief Accountant's report.

3. Summary of receipts according to service heads as compared with Budget and Actuals of previous year.

Head.	Budget 1944-45.	Actuals 1944-45.	Increase or de-crease over Budget 1944-45.	Actuals 1943-44.	Increase or decrease in actuals for 1944-45 as compared with those for 1943-44.
	Rs.	Rs.	Rs.	Rs.	Rs.
(1) General Tax, Indirect Taxation and Misc. Revenue ...	170.73	185.51	+14.78	176.43	+9.08
(2) Water Works ...	105.23	111.29	+6.06	101.29	+10.00
(3) Education-Primary ...	9.50	9.67	+.17	9.43	+.24
(4) Education-Secondary ...	...	.01	+.01	.01	——
(5) Public Health Department ...	1.21	2.10	+.89	1.20	+.90
(6) Medical Relief and Education ...	1.68	2.64	+.96	1.86	+.78
(7) Street Cleansing etc. ...	41.82	45.41	+3.59	43.20	+2.21
(8) Roads, Drains and Sewers ...	16.04	20.04	+4.00	19.10	+.94
(9) Mechanical ...	.60	.70	+.10	.57	+.13
(10) Buildings. ...	14.04	14.77	+.73	15.26	—.49
(11) Fire Brigade ...	7.02	7.49	+.47	7.26	+.23
(12) Licensing ...	5.18	5.89	+.71	5.94	—.05
(13) Gardens and Open spaces ...	1.02	1.09	+.07	.52	+.57
(14) Markets and Slaughter Houses ...	15.90	20.14	+4.24	17.76	+2.38
(15) Contribution from Capital Funds ...	.80	.58	—.22	.66	—.08
(16) Extraordinary Receipts ...	1.25	1.06	—.19	1.29	—.23
(17) Rebate from Government on account of Urban Immoveable Property Tax ...	1.74	1.82	+.08	1.77	+.05
(18) Excess accumulation— in the Plant & Machinery Depreciation Fund....	...	—.44	—.44	.44	—.88
Total Rs. ...	393.76	429.77	+36.01	403.99	+25.78

The main items contributing to the net increase of Rs. 36.01 over the Budget are given in para. 6 of the Chief Accountant's Report.

4. Statement from, various Municipal Departments of demand, collection and arrears of Municipal dues as on 31st March 1945 have not been received duly reconciled with the figures of the Chief Accountant's Department.

5. Summary of expenditure according to the service heads as compared with the Budget and Actuals of previous year.

Head.	Final Budget Grants. 1944-45.	Actuals 1944-45.	Increase or decrease over final Budget grants, 1944-45	Actuals, 1943-44.	Increase or decrease in Actuals for 1944-45 as compared with those for 1943-44
	Rs.	Rs.	Rs.	Rs.	Rs.
I. General Supervision	14.24	12.77	— 1.47	12.36	+ .41
II. Water Works	75.79	71.42	— 4.37	70.43	+ 0.99
III. Education—Primary	57.78	55.04	— 2.74	48.76	+ 6.28
IV. Education—Secondary	.53	.44	— .09	.46	— .02
V. Public Health Department	13.52	11.74	— 1.78	10.91	+ .83
VI. Medical Relief and Education	33.56	28.70	— 4.86	28.13	+ .57
VII. Street Cleansing and Conservancy	35.56	31.90	— 3.66	32.19	— .29
VIII. Roads, Drains and Sewers	70.39	64.68	— 5.71	60.46	+ 4.22
IX. Mechanical	19.63	17.74	— 1.89	16.58	+ 1.16
X. Buildings	23.26	22.75	— 0.51	22.66	+ .09
XI. Fire Brigade	6.68	5.30	— 1.38	5.01	+ .29
XII. Licensing	2.06	1.98	— .08	1.97	+ .01
XIII. Gardens and Open Spaces	5.06	4.49	— .57	4.11	+ .38
XIV. Markets	8.16	7.20	— .96	7.56	— .36
XV. Contribution towards Improvement Schemes ...	27.27	27.27	...	26.27	+ 1.00
XVI. Provident Fund, etc.	11.94	11.13	— .81	10.93	+ .20
XVII. Urban Immoveable Property Tax	.57	.46	— .11	.50	— .04
XVIII. Grain Compensation	35.34	34.60	— .74	24.45	+ 10.15
XIX. Grants in-aid to Public Institutions. ...	3.39	2.64	— .75	3.39	— .75
XX. Measures for Civil Defence. ...	2.53	.70	— 1.83	3.82	— 3.12
XXI. Extraordinary Measures—Removal of debris, etc. from the fallen building at Jamshetji Tata Road.	...	...	...	.01	— .01
Total ...	447.26	412.95	— 34.31	390.96	+ 21.99

The figure of actuals for 1944-45 includes debt charges amounting to Rs. 124.89 of which Rs. 18.58 were on account of Sinking Fund instalments Rs. 41.64 of repayment of Government Loans and advances from Special Funds, Rs. 64.53 on account of interest and Rs. .14 Bank and miscellaneous charges.

The sanctioned Budget Grant (Original) for 1944-45 was Rs. 417.34. The additional funds made available during the year were Rs. 10.69 on account of renewed grants and Rs. 19.23 on account of additional grants sanctioned in the course of the year for various purposes bringing the final sanctioned grants to Rs. 447.26. Against this, expenditure booked was Rs. 412.95 leaving a balance of Rs. 34.31 of which Rs. 18.13 is required to be renewed for expenditure during the 1945-46, Rs. 16.18 being treated as savings on final sanctioned grants as detailed in Appendix No. 4 of the Chief Account's Report.

Transfers from one budget head to another without affecting the total Budget provision for the years amounted to Rs. 11.01

Main factors contributing to decreases over the final sanctioned grants are mentioned in para 12 of the Chief Accountant's Report.

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6. *Comparative statement showing the financial position of the last five years.*

Year.	Receipts.	Expenditure.	Surplus.	Deficit.
	Rs.	Rs.	Rs.	Rs.
1940-41 ...	356.31 (*a*)	359.18	...	2.87
1941-42 ...	367.66 (*b*)	359.21	8.45	...
1942-43 ...	389.02 (*c*)	364.65	24.37	...
1943-44 ...	403.99 (*d*)	390.96	13.03	...
1944-45 ...	429.77 (*e*)	412.95	16.82	...

(*a*) includes Rs. 1.42 on account ofinterest on Net Premia Fund, (*b*) includes Rs. 1.35 on account of interest on the Net Premia Fund and Rs. 1.40 on account of transfer of excess accumulations from the Plant & Machinery Depreciation Fund, (*c*) includes Rs. 1.30 on account of interest on Net Premia Fund and Rs. 6.28 refund of excess contribution paid to Improvement Schemes Account in previous year, (*d*) includes Rs. 1.29 on account of interest on Net Premia Fund and Rs. .44 on account of excess accumulation in the Plant and Machinery Depreciation Fund and (*e*) includes Rs. 1.06 on account of interest on Net Premia Fund.

7. *Liabilities and Assets of Revenue Account.*

LIABILITIES.

		Rs. a. p.	Rs. a. p.
1.	Unpaid amounts of cash and cheque bills and bills for Stores.		
	(a) Cash bills.	39,628 4 8	
	(b) Cheque bills.	9,58,504 15 3	
	(c) Stores (Reserve)	2,40,668 8 3	
	(d) Stores (Capital) ... ... *Dr.*	73,442 7 3	11,65,359 4 11
2.	Reserve for grants to be renewed for meeting outstanding charges for 1944-45 and previous years.		18,13,000 0 0
3.	Interest accrued but not paid.		10,51,864 0 0
4.	Reserve for contribution to Improvement Schemes account falling due in 1945-46.		27,69,580 0 0
5.	Stock Adjustment Account.		27 2 6
6.	Deposits from contractors and private parties.		1,06,34,345 12 11
7.	Surplus Revenue Fund.		1,05,26,468 5 2
		Total ...	2,79,60,644 9 6

ASSETS.

		Rs. a. p.	Rs. a. p.	Rs a p.
(1) *Cash.*				
A.	In current account with Imperial Bank of India		58,45,316 13 7	
B.	On account of Municipal and Trust loans interest warrants payable Accounts—			
	1. Imperial Bank of India.			
	(a) Municipal ... Rs. 28,162 3 2			
	(b) Trust ... Rs. 8,443 3 4	36,605 6 6		
	2. Hongkong and Shanghai Banking Corporation	4,368 15 4		
	3. The Chartered Bank of India, Australia and China (London)	13,260 0 0		
	4. The Imperial Bank of India (Calcutta).	*...	54,234 5 10	
C.	In Office Treasury		2,91,852 14 5	
D.	Investments in fixed deposits and current accounts with different local Banks ...		81,71,318 14 3	1,43,62,723 0 1
(2) *Securities.*				
A.	With the Imperial Bank of India—			
	(a) Municipal Account	73,72,617 0 3		
		15,368 1 0		
	(b) Contractor's Account	9,12,800 0 0	83,00,785 1 3	
B.—	In Office—			
	(a) Contractor's Account		5,95,200 0 0	88,95,985 1 3
(3) *Stores, Stock, Advances, etc.*				
	(a) Due for stores sold			34,487 12 0
	(b) Stock of Stores			12,79,525 9 2
	(c) Interest receivable			......
	(d) Advances—			
	(i) For Plant and Machinery ...		20,36,032 15 4	
	(ii) Other advances recoverable ...		13,51,890 3 8	33,87,923 3 0
			Total Rs. ...	2,79,60,644 9 6

Note:—Balances of Special Funds shown in Appendix 5 of the Chief Accountant's Report are excluded from the above statement and shown separately.

* S atement of accounts sent by the Culcutta offices of the Impirial Bank shows a credit balance of Rs. 421-14-0.

8. *Special Funds.*—Under Section 121 of the Municipal Act any portion of the Municipal Fund may with the previous approval of the Corporation be credited to a separate head in the Municipal Accounts, provided that to each of such special heads shall be credited and debited such sums only as shall expressly relate to the object for which such special fund is created. Also under the provision of Section 111 fines imposed on Municipal Officers and Servants under Section 83 are credited to a separate fund called ' The Fines Fund '.

The Position of the Special Funds as at 31st March 1945 was as under :—

Name of Fund. 1.	Balance on 1-4-1944 2.	Credits during the year. 3.	Debits during the year. 4.	Balance of Advances for Capital and other Works. 5.	Balance in Cash and securities. 6.	Balance on 31-3-45 (as per columns 5 and 6.) 7.
	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs a. p.
1. Municipal Fire and Accident Insurance Fund ...	11,75,668 1 8	55,926 12 0	2,530 1 0	3,79,769 2 0	8,49,295 10 8	12,29,064 12 8
2. Worn-out Water Mains Renewal Fund	3,276 14 3	168 3 0	1,656 4 0	......	1,788 13 3	1,788 13 3
3. Net Premia Fund	47,24,670 13 7	218 14 0	......	17,67,613 7 6 (a)	29,57,276 4 1	47,24,889 11 7
4. Provident Fund	2,19,43,604 8 6	28,21,037 0 3	10,57,660 13 0	......	2,37,06,980 11 9	2,37,06,980 11 9
5. Fines Fund	5,46,359 5 7	54,824 0 0	45,237 10 1	8,798 5 0 (b)	5,47,147 6 6	5,55 945 11 6
6. Plant and Machinery Depreciation Fund ...	16,74,287 10 1	74,114 3 8	4,617 1 0	11,08,949 9 5 (c)	6,34,835 3 4	17,43,784 12 9
7. Renewal of Road Surfaces Fund	28,36,593 15 5	1,82,564 8 0	1,06,767 1 0	8,23,594 14 0	20,88,796 8 5	29,12,391 6 5
8. Garden Fund	93,190 4 0	17,844 3 6	13,490 5 0	......	97,544 2 6	97,544 2 6
9. Public Monuments Maintenance Fund... ...	1,67,745 13 0	2,885 0 0	......	......	1,70,630 13 0	1,70,630 13 0
10. Endowments Fund	3,09,247 2 0	29,690 5 8	27 6 0	......	3,38,910 1 8	3,38,910 1 8
11. Hospital Fund	5,68,437 0 6	1,30,071 6 8	......	......	6,98,508 7 2	6,98,508 7 2
12. Land Sales Reserve Fund	24,15,098 10 4	73,627 11 0	4,92,876 9 2	19,95,849 12 2	......	19,95,849 12 2
13. Slum Service Fund	1,70,205 6 3	5,140 8 0	36 10 0	......	1,75,309 4 3	1,75,309 4 3
14. K.E.M. Hospital and G.S.M. College Equipment Fund	94,435 10 0	21,479 13 6	1,411 0 0	......	1,14,504 7 6	1,14,504 7 6
15. G.S.M. College and K.E.M. Hospital Research Fund	55,049 1 11	17,794 8 0	4,156 9 0	......	68,687 0 11	68,687 0 11
16. Pre-cast Concrete Slab Pavements Renewal Fund ...	31,018 0 0	17,307 0 0	......	......	48,325 0 0	48,325 0 0
17. Fidelity Guarantee Insurance Fund.	14,085 10 0	5,856 4 0	29 3 0	......	19,912 11 0	19,912 11 0
Total Rs. ...	... 3,68,22,973 15 1	35,10,550 5 3	17,30,496 8 3	60,84,575 2 1	3,25,18,452 10 0	3,86,03,027 12 1

Note:—The above statement includes item Nos. 4, 5, 9, 10 and 11 which are in the nature of Trust Funds, the balances of which cannot be utilised by the Corporation for any other purposes.

(*a*) includes Rs. 1,39,911-12-0 advanced for purchase of plant and machinery for the Municipal Printing Press. (*b*) Includes Rs. 5,000 advanced to the Officer Commanding, Fire Services for conducting a grain store, Rs. 3,798-5-0 advanced to Municipal employees under Corporation Resolution No. 15 of 9-4-1942. (*c*) Includes Rs. 68,064-5-0 advanced for purchase of plant and machinery and Rs. 56,727-10-5 for meeting expenditure on levelling metalling, private streets.

9. *Capital Account.*

Capital Expenditure not charged to Revenue.

Service Head.	Budget 1944-45.	Revised Estimates 1944-45.	Actuals 1944-45.	Difference between 3 and 4 (+ More) (—Less).
1.	2.	3.	4.	5.
Executed out of Loan Funds.	Rs.	Rs.	Rs.	Rs.
General Supervision ...	...	...	...	...
Water Works ...	6.53	13.80	6.42	— 7.38
Education-Primary (Buildings) ...	1.66	.06	...	— .06
Education-Secondary ...	.26	.26	...	— .26
Public Health ...	.33	1.21	.09	— 1.12
Medical Relief and Education ...	1.26	1.63	.31	— 1.32
Street Cleansing and Conservancy ...	.77	2.71	.76	— 1.95
Roads, Drains and Sewers ...	12.10	12.94	4.16	— 8.78
Mechanical ...	.94	1.42	.35	— 1.07
Buildings, Land Acquisition ...	.66	1.03	.28	— .75
Fire Brigade ...	...	1.08	.84	— .24
Markets ...	.62	.64	.17	— .47
Slum Service ...	.72	.79	.14	— .65
Measures for Civil Defence ...	.60	2.93	.78	— 2.15
Discount and other charges on Loans ...	.29	.50	.22	— .28
Plant and Machinery ...	.48	3.33	.46	— 2.87
Repayment of advance taken from Land Sales Reserve Fund. ...	7.50	2.50	...	— 2.50
Total Rs. ...	34.72	46.83	14.98	—31.85
Executed out of Trust Fund ...	.50	.02	...	— .02
Worn out Water Mains Renewal Fund ...	...	.09	.02	— .07
Total Rs. ...	35.22	46.94	15.00	—31.94

Remarks:—(1) The Budget of Rs. 35.22 included Rs. .29 on account of discount and other charges on the new loan and Rs. .48 on account of purchase of new plant and machinery and Rs. 7.50 for repayment of advance taken from the Land Sales Reserve Fund.

(2) The revised estimates of Rs. 46.94 included Rs. .50 on account of discount and other charges on the new loan, Rs. 3.33 on account of purchase of new plant and machinery.

(3) The gross figure of actual expenditure for the year Rs. 15.00+00.66 written off=Rs. 15.66 includes Rs. .22 on account of discount and other charges on loan and Rs. .46 on account of plant and machinery. The actuals fell short of the Budget (Rs. 35.22) by Rs. 20.22 and of the Revised Estimates (Rs. 46.94) by Rs. 31.94.

10. *Progressive Capital outlay not charged to Revenue upto the end of 1944-45.*

Service Head.	Expenditure upto 1943-44.	Expenditure during 1944-45.	Total.
Executed out of Loan Funds.	Rs.	Rs.	Rs.
I. General Supervision ...	20.44	...	20.44
II. Water Works ...	998.24	6.42	1,004.66
III. Education-Primary ...	27.92	...	27.92
V. Public Health ...	16.12	.09	16.21
VI. Medical Relief ...	81.79	.31	82.10
VII. Street Cleansing and Conservancy ...	90.17	.75	90.92
VIII. Roads, Drains and Sewers ...	770.30	4.16	774.46
IX. Mechanical ...	31.68	.36	32.04
X. Buildings, Land Acquisition and Management ...	428.34	.28	428.62
XI. Fire Brigade ...	12.64	.84	13.48
XIII. Gardens ...	36.77	...	36.77
XIV. Markets and Slaughter Houses ...	81.99	.17	82.16
XV. Slum Service ...	6.44	.14	6.58
XVI. Measures For Civil Defence ...	.80	.78	1.58
Discount and other charges on loans ...	5.02	.22	5.24
Plant and Machinery ...	5.46	.46	5.92
Total Rs. ...	2,614.12	14.98	2,629.10
Executed out of Trust Fund ...	42.92	...	42.92
Executed out of Worn-Out Water Mains Renewal Fund ...	9.61	.02	9.63
Executed out of Buildings Fund ...	43.03	...	43.03
Total Rs. ...	2,709.68	15.00	2,724.68

The Capital Fund Balance Sheet exhibits, on the liabilities side loans outstanding, balances of Sinking and Trust Funds, and other sources from which certain Capital Works have been carried out in the past. This is represented on the Assets side by expenditure incurred to date and balance of securities and cash (*vide* Appendix No. 7 of the Chief Accountant's Report.)

The expenditure of Rs. 2,629.11 out of the Loan Funds shown therein includes Rs. 70.11 on account.

of interest paid on Capital (Development Loan) and Rs. 20.75 paid as subventions to house owners. The following are the sources from which this expenditure has been financed :—

(1) Loans from Public, Government and Special Funds.—

		Rs.	Rs.
	(a) Debt outstanding as per Chief Accountant's Report.	1,379.18	
	(b) Loans repaid for which credit is given to Loan Redemption Fund.	1,102.14	
			2,481.32
(2)	Premia on Loans		3.21
(3)	Contributions from Special Funds		8.03
(4)	,, Bai Jerbai Wadia Children's Home		7.00
(5)	,, Revenue for Loan Works Establishment		.18
(6)	,, G.I.P. Railway		3.74
(7)	,, B.P.T. for Works Establishment		1.56
(8)	,, Government for Schools Buildings...		5.00
(9)	,, Development Fund		134.32
(10)	,, Government for widening the Love Grove Bridge		.92
	Total Rs. ...		2,645.28
	Less—Assets written off		8.56*
			Rs. 2,636.72
	Expenditure upto 31st March 1945	2,629.11	
	Balance (Rs. 7,61,371-2-3)	7.61	
			2,636.72

* The amount of Rs. 7.90 includes Rs. .43 and Rs. .23 written off during the year on account of plant and machinery and subventions to house-owners respectively.

11. The position of Loan Funds as estimated in the Revised Budget for 1944-45 and as revealed by the actuals was as under :—

Loan Funds.	As per Revised Estimate 1944-45.	As per Actuals 1944-45.
	Rs.	Rs.
Opening Balance on 1st April 1944	9.27	9.27
Balance of Loan for 1943-44 New loan raised in 1944-45	32.00	15.00
Advance from Special Funds for purchase of plant and machinery.	4.79	1.28
Total ...	46.06	25.55
Less—Repayment of advance from Land Sales Reserve Fund	2.50	2.29
Expenditure.	44.33	15.65
	46.83	17.94
Deficit—	—.77	
Surplus+		+7.61

Trust Fund Balance.

The balance in the Trust Fund, namely Rs. .90 was made up of the following :—

	Rs.
(1) Donation from Sir Currimbhoy Ibrahim for construction of a Primary School Building.	.60
(2) Donation from Messrs. Thakordas & Co., Solicitors on behalf of their Client Bai Kailasgoveri for a dispensary near Mumbadevi	.30
Total Rs. ...	.90

12. *Debt Position.*

	Outstanding debt on 1st April 1944.	Loans raised during the year.	Loans repaid during the year.	Balance on 31st March 1945.
	Rs.	Rs.	Rs.	Rs.
(1) Government Loans ...	506.89	......	40.09	466.80(a)
(2) Public Loans ...	839.31	15.00	.04	854.27
(3) Internal advances from Special Funds.	60.67	1.28	3.84	58.11
Total ...	1,406.87	16.28	43.97	1,379.18

(a) Includes Rs. 7.58 due on account of Vehar Water Works transferred by Government to Municipality.

Fresh borrowing during the year was Rs. 16.28. Of this Rs. 15.00 were raised by issue of debentures reserved for the investments of the Sinking and Special Funds and Rs. 1.28 were taken as advance from the Municipal Special Funds. Amount repaid during the year was Rs. 43.97. Of this Rs. 40.09 were repaid from the current Revenue as annual equated instalments in respect of advances taken from Government; Rs. 3.84 were repaid in respect of advances from Municipal Special Funds—(Rs. 1.55 from Revenue and Rs. 2.29 from Capital receipts) and Rs. 0.04 were repaid to the public out of the accumulations in the Sinking Fund and the Net Premia Fund. The net decrease in the total debt during the year was thus Rs. 27.69.

13. The following are the figures of outstanding debt, accumulations of Sinking Fund there against and the debt charges paid out of revenue for the last five years.

Year.	Debt Outstanding.	Sinking Fund accumulations.	Net Debt.	Debt Charges.
	Rs.	Rs.	Rs.	Rs.
1940-41 ...	1,557.20	337.43	1,219.77	124.94
1941-42 ...	1,549.83	369.77	1,180.06	126.84
1942-43 ...	1,460.73	326.11	1,134.62	125.66
1943-44 ...	1,406.87	332.84	1,074.03	124.58
1944-45 ...	1,379.18	365.29	1,013.89	124.89

14. *Position of Sinking Fund.*

Balance on 1st April 1944.	Instalments paid during the year.	Interest earned on securities.	*Less*— Amount utlised for repayment of loans.	Balance at Book value of securities on 31st March 1945.
Rs.	Rs.	Rs.	Rs.	Rs.
332.84	18.58	13.91	0.04	365.29

At the Book Value of Securities, the Fund stood at Rs. 365.29 valuing the Government and other public securities at market rate and the Municipal and C. I. Trust Debentures at par, the accumulations in the Fund work out to Rs. 388.99. Adding to this the accrued proportions of interest (not due) on the securities held in the fund as on 31st March 1945 amounting to Rs. 3.66 the total amount comes to Rs. 392.65. Against this the amount of the theoretical valuation of the fund was Rs. 368.25.

The balances were verified and proved on the books.

IMPROVEMENT SCHEMES ACCOUNT.

General Account.

1. *Explanatory.*—The nominal budget deficit of Rs. 6.34 turned into a surplus of Rs. 2.48 on the actual closing of the accounts for the year. The collections of Revenue and realisations of interest on the invested balance were better by Rs. 6.60 than those budgeted for. The actual expenditure was also less by Rs. 2.21 than that budgeted for. Thus the actual working of the year resulted in improvement of the Revenue position by Rs. 8.81 when compared with that of the Budget and the excess of receipts over expenditure was Rs. 2.48 transferred to Capital Account. The liabilities outstanding in respect of the Renewed Grants were Rs. 5.10.

2. *Summary of Revenue transaction for the year.*

	Actuals for 1943-44.	Budget 1944-45.	Revised 1944-45.	Actuals 1944-45.
	Rs.	Rs.	Rs.	Rs.
Revenue Receipts ...	95.45	95.40	99.63	102.00
Expenditure ...	97.95	101.74	104.73	99.52
Surplus + / Deficit — ...	—2.50	—6.34	—5.10	+2.48

3. The following is a summary of revenue realisations according to service heads as compared with Budget and actuals of the previous year :—

Head.	Budget. 1944-45.	Actuals. 1944-45.	Increase or decrease over Budget (+) (—) 1944-45.	Actuals. 1943-45.	Increase or decrease in actuals for 1944-45 as compared with those for 1943-44. (+) (—).
	Rs.	Rs.	Rs.	Rs.	Rs.
(1) Rent and other proceeds of properties ...	55.11	60.05	+4.94	54.75	+5.30
(2) Contribution from the Corporation under Section 125 (2) of the Municipal Act.	26.19	27.27	+1.08	26.27	+1.00
(3) Receipts on account of tobacco duty ...	10.00	10.0	...	10.00	...
(4) Interest and profits on investments ...	3.75	4.40	+00.65	4.03	+0.37
(5) Miscellaneous Receipts ...	.35	.28	—.07	.40	—0.12
Total ...	95.40	102.00	+6.60	95.45	+6.55

4. The following is a summary of expenditure according to service heads as compared with the Budget and actuals of previous year :—

Head.	Final sanctioned grants. 1944-45.	Actuals. 1944-45.	Increase or decrease over final sanctioned grants. 1944-45.	Actuals. 1943-44.	Increase or decrease in actuals for 1944-45 as compared with those for 1943-44. (+) (—).
	Rs.	Rs.	Rs.	Rs.	Rs.
A.—Maintenance of Properties and Streets ...	28.07	21.39	—6.68	18.46	+2.93
B.—Cost of Management and Establishment ...	10.65	9.79	—0.86	8.96	+.83
C.—Proportionate charges on account of Municipal Supervision ...	1.17	.90	—0.27	0.88	+.02
Total B and C ...	11.82	0.69	—1.13	9.84	+.85
Deduct—Charged to Capital account and General account ...	11.82	10.69	—1.13	9.84	+.85
	...	...	...	...	...
D.—Debt Charges ...	79.56	78.14	—1.42	79.49	—1.35
Total ...	107.63	99.53	—8.10	97.95	+1.58

The final sanctioned grants were Rs. 107.63 comprising of :—

			Rs.
Original Budget Grant	... ...		101.74
Renewed Grants	... ...		3.65
Additional Grants	... ...		2.24
Transfers— Additions	... ...	.49	
Deductions	... ...	.49	...
			Rs. 107.63

Against the final sanctioned grant of Rs. 107.63, the expenditure incurred was Rs. 99.53 leaving balance of Rs. 8.10, out of which a sum of Rs. 5.10 is required to be renewed for expenditure during 1944-45.

5. Comparative statement showing the financial position of the last five years is given hereunder :—

Year.	Receipts.	Expenditure.	Surplus.	Deficit.
	Rs.	Rs.	Rs.	Rs.
1940-41 ...	98.07	101.95	......	3.88
1941-42 ...	103.55	97.68	5.87	......
1942-43 ...	87.28	103.48	......	16.20
1943-44 ...	95.45	97.95	......	2.50
1944-45 ...	102.00	99.52	2.48	......

6. Figures of Demand, Collections and outstandings of Municipal dues (Improvement Schemes) as furnished by the Estate Agent and Land Manager's Department :—

	Demand including arrears.	Recoveries including adjustments.	Write off	Arrears at the close of the year.	Percentage of arrears to demand.
	Rs.	Rs.	Rs.	Rs.	Rs.
1. Permanent ...	36.50	32.97	...	3.53	9.66
2. Temporary ...	33.34	26.52	.48	*6.34	19.02

* This inludes Rs. 4,08,262-7-2 due from Government of India.

These figures are not reconciled by the Estate Agent's Department with the books of the Chief Accountant's Office.

Capital Account (Improvements).

7. Capital Expenditure not charged to Revenue.

Service Head.	Budget 1944-45.	Revised Estimate 1944-45.	Actuals 1944-45.	Difference between 3 and 4. More (+) or Less (—).
	Rs.	Rs.	Rs.	Rs.
(1) Improvement Schemes ...	12.25	11.04	2.98	—8.06
(2) Miscellaneous ...	1.00	1.00	...	—1.00
(3) Discount and other charges on Loans ...	...	...	...	...
(4) Cost of management, etc. ...	1.78	1.78	1.25	—0.53
(5) Repayment of Loans ...	22.94	22.94	21.84	—1.10
(6) Revenue Deficit ...	6.34	4.80	...	—4.80
Total ...	44.31	41.56	26.07	—15.49

REMARKS.—The actuals fell short of the revised estimates by 34.84 per cent.

8. Progressive Capital outlay not charged to Revenue upto the end of 1944-45.

Service Head.	Expenditure upto 1943-44.	Expenditure during 1944-45.	Total.
	Rs.	Rs.	Rs.
Improvement and Street Schemes ...	1,771.59	4.23	1,775.82
Police Accommodation Schemes ...	91.85	...	91.85
Mill Company's Chawl Schemes ...	9.46	...	9.46
Miscellaneous ...	8.63	...	8.63
Discount on Loans and Expenses ...	14.65	...	14.65
Total ...	1,896.18	4.23	1,900.41*

* Exclusive of book value of Rs. 47.58 of properties comprised in Schedule 'W' and 'X'.

The expenditure of Rs. 1,900.41 and the net revenue deficits amounting to Rs. 193.12 total Rs. 2,093.53 has been financed from the following sources :—

1. Loans from Public and Government :—		Rs.	Rs.
(a) Debt outstanding as on 31st March 1945. ...		1,583.66	
(b) Loans repaid for which credit is given to Loans Redemption Fund		55.88	
			1,639.54
2. Extraordinary receipts transferred from S. F. accumulations ...			25.08
3. Special Grants from Government of India ...			54.00
4. Premia on Loan (1936-37) ...			.30
5. Sale proceeds of Land and Buildings ...			505.21
			2,224.13
Less—			
Expenditure on Schemes and revenue deficits	1,900.41		
Revenue deficits	193.12		
		2,093.53	
Balance in Cash and Securities		130.60	
			2,224.13

9. The state of Capital Account was as under :—

Balance on 1st April 1944. ...		118.08
Receipts, from sale of land. ...		36.11
Surplus of General Account ...		2.48
		156.67
Less—		
Expenditure on Improvement Schemes Account ...	4.23	
Repayment of loan ...	21.84	
Deficits in General Account ...		26.07
Balance on 31st March 1945. ...		130.60

10. *Debt Position.*

	Outstanding debt on 1st April 1944.	Loans raised during the year.	Loans repaid during the year.	Balance on 1st April 1945.
	Rs.	Rs.	Rs.	Rs.
(1) Government Loans ...	853.87	...	5.25	848.62*
(2) Public Loans ...	758.94	...	23.90	735.04
Total ...	1,612.81	...	29.15	1,583.66

*Out of Rs. 848.62 outstanding Government Loans, Debentures of the face value of Rs. 262.00 are held by the Corporation.

There was no fresh borrowing during the year. The amount of Rs. 5.25 was repaid to Government in respect of advances taken from them out of the Current Revenue and Rs. 23.90 to the public in respect of the loan of 1929 (from the Sinking Fund Rs. 2.06 and from the Capital fund Rs. 21.84).

11. The following are the figures of outstanding debt accumulations of Sinking Fund and the debt charges paid out of Revenue for the last five years :—

Year.	Debt Outstanding.	Sinking Fund Accumulations.	Net Debt.	Debt Charges.
	Rs.	Rs.	Rs.	Rs.
1940-41 ...	1,637.54	275.05	1,362.49	80.27
1941-42 ...	1,632.79	293.47	1,339.32	79.95
1942-43 ...	1,617.89	310.39	1,307.50	79.62
1943-44	1,612.81	330.20	1,282.61	79.48
1944-45 ...	1,583.66	348.66	1,235.00	78.13

12. *Position of Sinking Fund.*

Balance on 1st April 1944.	Instalments paid during the year.	Interest earned on Securities.	*Less*— Amount utilised for repayment of Loans.	Balance at book value of Securities on 31st March 1945.
Rs. 330.20	Rs. 5.76	Rs. 14.76	Rs. 2.06	Rs. 348.66

At the book value of securities, the Fund stood at Rs. 348.66. Valuing the Government and the other public securities at market rate and the Municipal and the City Improvement Trust Debentures at par, the accumulations in the Fund work out to Rs. 352.10. Adding to this accrued proportions of interest (not due) on the securities held in the Fund as on 31st March 1945 amounting to Rs. 1.28 the total amount comes to Rs. 353.38. Against this the theoretical valuation of the Fund was Rs. 301.48.

13. *Statement showing balances in Cash and Securities of different invested and Surplus Funds of Municipal and Improvement Schemes Accounts.*

Name of Account.	Cash.	Securities.		Total.
		Face value.	Book value.	
	Rs. a. p.	Rs.	Rs. a. p.	Rs. a. p.
I.—Municipal Accounts (Proper).				
(1) Revenue account (including balances of deposits and suspense heads).	1,43,62,723 0 1	89,39,000	88,95,985 1 3*	2,32,58,708 1 4
(2) Special Funds Accounts ...	25,31,642 3 9	3,19,90,100	2,99,86,810 6 3	3,25,18,452 10 0
(3) Capital Account—				
(*a*) Loan Fund ... Rs. 7,61,371 2 3 (a. p.)				
(*b*) Trust Fund ... 89,653 12 4	7,00,422 6 7	1,51,900	1,50,602 8 0	8,51,024 14 7
(*c*) Sinking Fund (Municipal) ...	240 5 4	3,78,24,800	3,65,28,686 13 2	3,65,28,927 2 6
II.—Improvement Schemes Account.				
(1) Capital Account ...	69,54,509 15 8	61,05,800	61,05,800 0 0	1,30,60,309 15 8
(2) Sinking Fund Account ...	172 8 2	3,38,53,200	3,48,65,631 12 0	3,48,65,804 4 2
Total ...	2,45,49,710 7 7	11,88,64,800	11,65,33,516 8 8	14,10,83,227 0 3

[illegible] is made up of the Surplus Cash Balance in G. P. Notes of the face value of Rs. [illegible]

14. *Reconciliation of Cash Balances in the Office Treasury and in the Current Account with the Imperial Bank of India on 31st March 1945.*

		Rs.	a.	p.
(*a*) Cash in Office Treasury.	...	2,91,852	14	5
(*b*) Securities in Office Treasury	...	5,95,200	0	0
	Total (*a*) and (*b*) Rs. ...	8,87,052	14	5
(c) Balance as per Pass Book.	...	53,74,386	7	1
Add—Cheques paid into the Bank on 31st March 1945 to be realised on 1st April 1945	...	6,91,045	13	10
	Rs. ...	60,65,432	4	11
Deduct—Amount of cheques delivered but not presented for payment	...	2,20,115	7	4
	Total (*c*) Rs.	58,45,316	13	7
	Grand total (*a*), (*b*) and (*c*) Rs. ...	67,32,369	12	0

15. The amounts of Cash and Securities belonging to different Municipal and Improvements Accounts were as under :—

(1). *Cash.*

(A) In the Current Accounts, Interest Accounts and Fixed Deposits with the following Banks :—

Name of Bank.	Current accounts and interest accounts.	Fixed deposits.	Total.
(1) The Imperial Bank of India—	Rs. a. p.	Rs.	Rs. a. p.
(*a*) General Fund Account (*See* Bank Pass Book Reconciliation) ...	58,45,316 13 7	...	58,45,316 13 7
(*b*) Interest Warrants Payable Accounts— (*i*) Municipal Loans ...	28,162 3 2	...	28,162 3 2
(*ii*) Improvement Schemes Loans ...	8,443 3 4	...	8,443 3 4
(*c*) Current Deposit Account in respect of Sinking, Special, Surplus and Loans Funds.	4,486 13 1	...	4,486 13 1
(2) Hongkong and Shanghai Banking Corporation. (Interest on B.I. Trust Loan Payable Account).	4,368 15 4	...	4,368 15 4
(3) The Chartered Bank of India, Australia and China. (Interest on B.I. Trust Loans Payable Account).	13,260 0 0	...	13,260 0 0
(4) The Imperial Bank of India (Calcutta). Interest on B.I. Trust Loans in respect of Calcutta enfaced debentures.	*	...	...
(5) The Chartered Bank of India, Australia and China ...	2,97,968 3 3	7,00,000	9,97,968 3 3
(6) The National Bank of India ...	95,307 10 3	18,00,000	18,95,307 10 3
(7) Lloyd's Bank, Ltd. ...	98,863 15 4	...	98,863 15 4
(8) The Central Bank of India, Ltd. ...	7,91,662 15 1	15,00,000	22,91,662 15 1
(9) The Mercantile Bank of India, Ltd. ...	7,90,653 9 0	15,00,000	22,90,653 9 0
(10) Allahabad Bank, Ltd. ...	2,48,027 11 5	17,00,000	19,48,027 11 5
(11) Eastern Bank, Ltd. ...	5,95,734 11 9	15,00,000	20,95,734 11 9
(12) The Bank of India, Ltd. ...	97,232 15 7	43,50,000	44,47,232 15 7
(13) The Bombay Provincial Co-operative Bank, Ltd. ...	97,532 14 0	9,00,000	9,97,532 14 0
(14) Union Bank of India, Ltd. ...	2,95,521 0 0	5,00,000	7,95,521 0 0
(15) The Bank of Baroda, Ltd. ...	4,95,313 15 0	...	4,95,313 15 0
Total (A) Rs. ...	98,07,857 9 2	1,44,50,000	2,42,57,857 9 2
(B) In Office Treasury			2,91,852 14 5
Total Cash Rs. ...	98,07,857 9 2	1,44,50,000	2,45,49,710 7 7

* Statement of accounts sent by the Calcutta Office of the Imperial Bank of India shows a credit balance of Rs. 421-14-0.

(2) *Securities.*

		Face value. Rs.
(*a*) In Office Treasury	...	5,95,200
(*b*) (I) With the Imperial Bank of India:—		
(*i*) Municipal Corporation of the City of Bombay Securities Account	...	7,68,54,100 £25,000
(*ii*) Municipal Corporation of the City of Bombay Securities Accounts 'A' 'B' and 'C'	...	3,88,73,600
(*iii*) Municipal Corporation of the City of Bombay	...	8,41,900
(II) With the Chartered Bank of India, Australia and China (Bombay)	...	£20,800
(III) With the Chartered Bank of India, Australia and China (London)	...	£70,000
Total as per certificates	Rs. £	11,71,64,800 1,15,800
(*c*) Debentures with the Government of Bombay for the amount of Rs. 17 lakhs repaid to them on 31st March 1945 in respect of loan of Rs. 476 lakhs of the C. I. Trust (Received on 1st May 1945)	...	17,00,000
	Rs. £	11,88,64,800 1,15,800

(1) *Verification of Cash.*

(*a*) Balances in current accounts with the Imperial Bank of India and different other banks were verified with Bank Pass Books and Banks' certificates and found in order.

(*b*) Balances of Fixed Deposits with the different local banks were verified with the Banks' fixed deposits receipts in the safe custody of the Chief Accountant and found in order.

(*c*) Cash in office treasury was counted and found correct.

(2) *Verification of Securities.*

(*a*) Securities in Office Treasury were verified and found in order.

(*b*) Banks' certificates for securities in the safe custody of the Imperial Bank of India and the Chartered Bank of India, Australia and China were verified with the balances of securities in various accounts and found in order.

(3) *Outstanding Bills of Rates and Taxes and Riot Tax.*

(Town Council Resolution No. 1455, dated the 6th October 1879).

A reference is invited to separate letter No.M.C.A. 966/IV, dated the 26th September 1945 addressed to the Municipal Secretary and the appendices thereto in respect of the scrutiny of outstanding bills of Rates and Taxes and Riot Tax on 31st March 1945.

(4) *Account of Water-marked Paper.*

The account of Water-marked paper held in the safe custody of the Chief Accountant was verified and found correct.

MUNICIPAL OFFICES,
BOMBAY *26th September 1945*

R. C. MEHTA.
Municipal Chief Auditor.

APPENDIX 'A.'

Statement of charges met from the Municipal Commissioner's Discretional Contingencies Grant during 1944-45.

Santioning auuthorty.	No. and date of sanction.	Particulars of charges.	Amount. Rs. as. p.
Municipal Commissioner ...	T.A.O. 1106/20-9-1943 ...	Payment to Mr. Gurunath Vithal Shete on account of travelling expenses from Bhivandi to Bombay for giving evidence beforre Municipal Commissioner in connection with a case against Mr. Mandviwalla, T. D. Inspector, for importing rice bags without paying Town Duty thereon. ...	10 0 0
Do. ...	M.C.A. 3971/6-6-1944 ...	Legal Assisant's conveyance charges.	25 6 0
Do. ...	A. 874/5-5-1944 ...	Messrs. Mongini Ltd., Cost of Lunch, tea served at Tansa to Sub-Committee. Health Survey etc., Committee on their visit to Tansa on 26-4-1944.	80 0 0
Do. ...	E.M. 53-D./22-7-1944 ...	Expenses in connection with tour programme of the Sub-Committee of the Health Survey, etc. Committee.	71 4 0
Do. ...	B. 296/17-8-1944 ...	Expenses in connection with the visit of the Mayor of Calcutta to Tansa Lake on 18-7-1944.	36 4 0
Standing Committee ...	S.C.R. 759/6-9-1944 ...	Expenses incurred by Mr. Y. N. Kotwal, Chemist, D. P. Works in connection with a visit to31st annual session of Indian Science Congress at Delhi in January 1944.	124 2 0
Municipal Commissioner ...	Estt. 2504/1-12-1944 ...	Issue of a season ticket to Mahadu Bhagia (Water Works) from Kurla to Parel for enabling him to take treatment at K.E.M. Hospital.	2 12 0
Do. ...	S.R. 13480/14-12-1944 ...	Expenses incurred by Mr. C. B. Kulkarni, Senior Stenographer (M. S. Office) for accompanying His Worship the Mayor to Calcutta in connection with the Conference of Mayors of India and Ceylon.	129 9 0
		Moiddin Kazi, Jamadar, (M. S. Office) for the same as above.	44 1 0
Do. ...	A. 2097-S.R./21-12-44 ...	Charges of buses engaged for the tour programme of the Health Survey Committee on 24-4-1944, and 10-5-1944.	44 5 0
Corporation ...	C.R. No. 466/26-8-1943 ...	N. V. Modak, Esqr., First Class single fare between Bombay and Hydrabad (Decacn) and back.	125 6 0
Municipal Commissioner ...	S.P.M. 415/14-12-1944 ... and SR. 874./18-12-1944 ...	Expenses incurred by Mr. Y. N. Kotwal (Chemist), Dadar Purification works for attending the 32nd Annual Session of the Indian Science Conference held at Nagpur in January 1945.	68 2 0
		Total ...	761 3 0

APPENDIX 'B.'

Statement of Stores Transactions for the year 1944-45.
(Appendix 'O' and Clause XXIX of the Stores and Stores Audit Manual.)

Central Stores Department.	Figures as per Book of the Chief Accountant.					Figures as per Balance Sheet of the Store-keeper.			
	Opening Balance.	Receipts.	Total.	Issues.	Closing Balance.	Opening Balance.	Receipts.	Issues.	Closing Balance.
1	2	3	4	5	6	7	8	9	10
	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.
General Stores ...	7,41,827 14 4	13,27,675 2 6	20,69,503 0 10	11,28,468 11 9	9,41,034 5 1	6,76,820 10 4	13,52,432 12 6	13,32,306 5 11	6,96,947 0 11
General Stores, Surplus Obsolete	...	...	...	...	...	...	...	...	...
Line Suspense Account ...	93,093 1 10	3,660 15 0	96,754 0 10	10,087 15 0	86,666 1 10	93,059 7 10	2,294 7 0	8,721 7 0	86,632 7 10
Line Suspense Account Surplus and Obsolete ...	...	...	...	...	...	...	...	...	...
Capital Stores ...	2,48,315 11 3	4,64,713 15 0	7,13,029 10 3	4,61,204 8 0	2,51,825 2 3	2,36,609 7 3	4,66,922 11 0	4,87,561 15 0	2,15,964 3 3
Total Rs....	10,83,236 11 5	17,96,050 0 6	28,79,286 11 11	15,99,761 2 9	12,79,525 9 2	10,06,489 9 5	18,21,649 14 6	18,28,589 11 11	9,99,543 12 0(a)
						Balance as per column 6		...	12,79,525 9 2
						Difference (*b*)		...	2,79,981 13 2

(*a*) The difference of Rs. 12,10 between the balance of the Advances Stores Account Stock of the Accounts Current and the Balance Sheet is provisionally transferred by debit to the rate Adjustment Account as per Clause XXIX of the Stores Audit Manual.

(*b*) The difference is due to non-adjustment of bills for issue of stores amounting to Rs. 2,85,585-6-2 against the grants of the different departments counterbalanced by a sum of Rs. 5,603-9-0 which was not taken on the Stock account in the Chief Accountant's Office.

Remarks.—Certificate of the Storekeeper for actual stock in hand was verified with the balances in the Chief Accountant's Books.

SCHEDULE II.

Report on the Schools Committee's Accounts.

(*Note.*—The figures in this report are in lakhs of Rupees unless otherwise expressly stated.)

The year under report opened with a balance of Rs. .20. The grant sanctioned for the contribution to the Schools Committee including renewed and additional grants aggregated to Rs. 55.37. Against this the actual contribution paid to the Schools Committee amounted to Rs. 52.71. At the end of the year a sum of Rs. .20 was left in the School Fund being the minimum cash balance required under By-law No. 10 of the Schools Committee's By-laws. In addition to this a sum of Rs. 1,58,396-3-4 being the amount of unspent balance of contribution drawn by the Schools Committee for 1944-45 was held by the Schools Committee as on 31st March 1945. The sum of Rs. 1,58,396-3-4 is treated as an advance to the Schools Committee in the accounts of the Municipal General Fund for 1944-45.

2. Summary of receipts and payments for the year:—

Particulars.	Actuals 1943-44	Budget 1944-45	Revised Budget 1944-45	Actuals. 1944-45
	Rs.	Rs.	Rs.	Rs.
1. Receipts (inclusive of opening balance) ...	47.00	51.81	53.02	53.30
2. Payments	46.80	51.61	52.82	53.10
3. Balance	.20	.20	.20	.20
4. Minimum Cash Balance.	.20	.20	.20	.20

Lapsed Grants:—The amount of lapsed grants estimated to be renewed during the year 1945-46 aggregated to Rs. 1.74. The amount of expenditure in respect of Primary Education paid direct by the Corporation from the Municipal General Fund on account of the Schools Committee's Office, Debt Charges, New Works, Medical Inspection of School Children, supply of milk to under nourished needy children attending Municipal Schools etc., amounted to Rs. 3.63, which when added to the sum of Rs. 53.10 brings the total expenditure on Primary Education of the City to Rs. 56.73.

3. The following is a summary of receipts under different heads:—

	Rs.
Contribution from Municipal General Fund	52.71
Fees from Municipal Schools	.28
Interest on Endowment and Trust Funds	.06
Miscellaneous Receipts	.05
Total Rs.	53.10

4. The following statement gives transactions of the Schools Committee's accounts for the last five years:—

Year	Receipts including opening balance	Expenditure	Closing Balance.
	Rs.	Rs.	Rs.
1940-41	40.43	40.23	.20
1941-42	41.25	41.05	.20
1942-43	42.04	41.84	.20
1943-44	47.00	46.80	.20
1944-45	53.30	53.10	.20

5. The total assets and liabilities of the School Fund on 31st March 1945 as shown in the Balance Sheet were as under:—

Assets.	Rs. a. p.	Rs. a. p.
1. Securities belonging to Prize and other Funds deposited with the Imperial Bank of India for safe custody of the face value of Rs. 2,11,100 ...		2,10,856 14 0
2. Advances and deposits recoverable—		
(*a*) Advances to Officers ...	499 0 0	
(*b*) Advances to Teachers ...	2,798 12 0	
(*c*) Deposit with the Garrison Engineer for water charges ...	5 0 0	3,302 12 0
3. Cash Balances—		
(*a*) With the Imperial Bank of India	2,24,663 15 3	
(*b*) In Office Treasury	1,436 2 0	2,26,100 1 3
Total ...		Rs. 4,40,259 11 3

Liabilities.

			Rs. a. p.
1. Advance from the Chief Accountant on account of the unspent balance of Municipal contribution held in the School Fund			1,58,396 3 4
2. Sundry Deposits—		Rs. a. p.	
(a) Unclaimed wages for Schools and Office	...	16,348 4 3	
(b) Miscellaneous Deposits	...	15,616 13 3	
(c) Unclaimed Rent	...	2,973 4 0	
(d) From Contractors	...	581 0 0	
(e) Schools Committee's Employees' Co-operative Credit Society	...	1,947 11 0	
(f) Income Tax recoveries	...	29 5 0	
(g) Court Attachment recoveries	...	60 4 0	
(h) Rent recoveries at the instance of the Health Department	...	40 0 0	
			37,596 9 6
3. Trust, Scholarship and Prize Funds—			
(a) Investments of the face value of Rs. 2,11,100.	...	2,10,856 14 0	
(b) Cash	...	13,410 0 5	
			2,24,266 14 5
4. Statutory Balance	...		20,000 0 0
		Total ... Rs.	4,40,259 11 3

The cash balance with the Schools Committee on 31st March 1945 on account of the Municipal contribution drawn in excess during the year was Rs. 1,58,396-3-4 in addition to the statutory cash balance of Rs. 20,000. It is not intended to allow such large amounts to remain in the School Fund account. It is not difficult to make an account of the approximate cash balance left with the Schools Committee in the last week of the year and hand over back the excess to the Chief Accountant on 31st March of the year. The Secretary Schools Committee and the Chief Accountant should see that such an account is made up in future and the excess is recouped to the Municipal Fund on the last day of each year.

6. *Donations.*—Securities for Rs. 15,000 in addition to Rs. 2,400 included in the balance sheet pertaining to Jairajbhai Peerbhai Girls' School Trust Fund were held by the Reserve Bank of India. The Schools Committee did not hold any safe custody receipt for the amount. However as a result of the correspondence between the Government and the Schools Committee (*vide* Corporation Resolution No. 820, dated the 3rd December 1942), the securities have since been received by the Secretary, Schools Committee from the Reserve Bank of India.

7. *Provident Fund.*—The net liability on account of Provident Fund as shown by the individual accounts of the subscribers prepared by the Schools Committee's office *Viz.*, Rs. 64,88,908-5-0 agrees with the invested balances as shown in Appendix No. 6 of the Chief Accountant's report as follows:—

			Rs. a. p.
Balance on 1st April 1944 on account of Schools Committee's employees ...			59,70,103 15 0
Less—Net opening balances of accounts transferred from the Schools Committee's accounts to Municipal Accounts ...			1,063 5 0
			59,69,040 10 0
Add—(1) Receipts on account of subscritions and contributions during 1944-45 ...		4,99,099 8 0	
Less—Payments on account of subscription and contribution in respect of Schools Committee's employees...		1,32,791 2 0	
		3,66,308 6 0	
(2) Interest allowed on provident fund accounts of the Schools Committee's employees	2,36,590 2 0		
Less—Payments during the year	83,030 13 0		
		1,53,559 5 0	
			5,19,867 11 0
		Total ...	64,88,908 5 0

8. During the year a sum of Rs. 283-10-0 on account of excess or irregular payments and dues left unrecovered for unduly long periods, for salaries, allowances, etc., covering 18 cases, was recovered from the members of the staff and the parties concerned. Various other omissions and inaccuracies were detected in the course of test-audit some of which have been got rectified and others are under correspondence. As stated in the previous audit reports more effective supervision and control over the day to day routine work in connection with the Schools Committee's accounts is necessary.

9. Government grant received during the year was Rs. 9,62,303 as under :—

		Rs.
(1) Grant for 1944-45 for Primary Education	...	9,45,000
(2) Grant for paying grant-in-aid to Primary Departments of English Teaching Schools for 1944-45	...	25,280
		9,70,280
Less.—Excess grant paid by Government in 1943-44 recovered by them for Grants in aid to Primary Departments of English Teaching Schools.	...	7,977
Total	...	9,62,303

In addition to the above the Government grant for Training Institutions received by the Schools Committee's Office in the month of March 1945 and forwarded to the Chief Accountant in 1945-46 was Rs. 3,500 as follows :—

		Rs.
(1) Byculla Training Class	...	1,500
(2) Rahimtulla Currimbhoy Training Institute	...	2,000
Total	...	3,500

As pointed out in the previous audit reports estimated rent for schools located in the buildings built at Municipal cost or donated by public is not assessed and charged to the school fund and consequently it is not included in the figures of cost of Primary Education given by the Schools Committee in their statement of accounts. (*Vide* Sttnding Committee Resolution No. 640 of 15-8-45.)

10. Arrears of School fees on 31st March 1945 as certified by the Secretary, Schools Committee, were Rs. 5,320-10-0.

11. The cash balance of Rs. 1,436-2-0 was counted and found correct. The reconciled balance in the Bank as per Cash Book *viz.*, Rs. 2,24,663-15-3 was examined with the bank statements and certificates and found correct.

12. The safe custody receipts for Government and other securities lodged with the Imperial Bank of India were examined and found in order.

13. A comparative statement showing the payments for the years 1943-44 and 1944-45 and detailed audit remarks on the Schools Committee's accounts are appended hereto and marked respectively appendix 'A' and appendix 'B'.

14. Appendix 'C' gives month by month the position of the number of teachers to pupils. The figures have been supplied by the Secretary, Schools Committee.

MUNICIPAL OFFICES, R. C. MEHTA,

BOMBAY, *26th September 1945.* *Municipal Chief Auditor.*

APPENDIX 'A.'

Comparative statement showing the expenditure incurred by the Schools Committee during 1943-44 and 1944-45.

Particulars.	Expenditure.		Increase.	Decrease.
	1943-44.	1944-45.		
	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.
Head Masters and Teachers ...	24,26,788 11 0	26,75,887 0 9	2,49,098 5 9	......
Servants ...	2,05,644 8 0	2,28,287 8 0	22,643 0 0	......
Rents ...	5,56,288 5 10	5,53,518 12 10	......	2,769 9 0
Class Books for Teachers ...	2,127 11 3	6,459 12 5	4,332 1 2	......
School furniture ...	5,189 4 6	2,691 12 0	......	2,497 8 6
School Contingencies ...	31,976 4 6	31,159 5 0	......	816 15 6
Scholarships ...	3,844 7 0	4,729 2 6	884 11 6	......
Special Expenses in Schools ...	30,764 15 5	39,264 1 2	8,499 1 9	......
Magazines for Schools ...	663 6 0	2,678 5 0	2,014 15 0	......
Sewing and Drawing ...	3,850 4 8	4,860 8 7	1,010 3 11	......
Uniforms and Umbrellas ...	86 10 0	4,304 10 9	4,218 0 9	......
Printing and Stationery ...	18,959 12 0	20,774 4 0	1,814 8 0	......
Miscellaneous Expenses ...	9,083 3 6	10,351 12 2	1,268 8 8	......
Sports ...	123 2 6	524 9 0	401 6 6	......
Local Committees ...	819 8 3	841 1 3	21 9 0	......
Visual Instruction ...	......	91 0 0	91 0 0	......
Sloyd and Handicrafts ...	6,716 10 6	7,493 1 7	776 7 1	......
Boy Scouts and Girl Guides ...	7,992 2 9	13,916 5 3	5,924 2 6	......
Audit Establishment Charges ...	5,569 15 0	5,467 10 0	......	102 5 0
Grain Compensation ...	5,36,006 12 0	8,38,137 3 0	3,02,130 7 0	......
Stipends to Teachers ...	93,348 8 0	4,254 2 0	......	89,094 6 0
Superintendents and their Establishments ...	1,16,786 13 0	1,53,335 2 3	36,548 5 3	......
Grants-in-Aid to primary schools ...	2,12,331 0 0	2,81,975 0 0	69,644 0 0	......
Teachers' Library ...	3,440 15 0	6,299 6 6	2,858 7 6	......
Superintendent, Aided Schools ...	15,175 7 9	15,726 1 0	550 9 3	......
Census Establishment ...	35,939 4 0	31,795 10 6	......	4,143 9 6
Pensions and Gratuities ...	1,36,788 14 0	1,44,706 12 0	7,917 14 0	......
Municipal Contribution towards Provident Fund ...	1,85,186 8 0	2,09,023 13 0	23,837 5 0	......
Repairs to School Buildings ...	10,933 10 0	11,570 13 0	637 3 0	......
Free Reading Rooms and Libraries ...	78 7 0	......	......	78 7 0
Stock Verifier's Establishment ...	441 14 0	......	......	441 14 0
Interest credited to Jivkore Lallubhai Scholarship Fund ...	4,477 4 8	......	......	4,477 4 8
Adjustment of Provident Fund discrepancies ...	12,530 11 6	......	......	12,530 11 6
Total Rs. ...	46,79,954 15 7	53,10,124 9 6	7,47,122 4 7	1,16,952 10 8

APPENDIX 'B'

Detailed audit remarks on the Schools Committee's Accounts.

Audit objections are grouped under the following heads :—

I.—Revenue and Receipts.

II.—Recoveries of excess or wrong payments as well as the dues left unrecovered for unduly long periods.

III.— Measures resulting in new recurring and non-recurring commitments.

IV.—Internal audit and control.

V.—Non-observance of Municipal Service Regulations.

VI.—General.

VII.—Reports sent to the Standing Committee.

I.—Revenue and Receipts.

A.—Delay in Remittances.

M.C.A. 3661/II — 19-5-1943.

As reported last year, explanations of the persons concerned were called for, for delay in remitting the sale proceeds of application forms into Accounts Branch. They have not still been received inspite of repeated reminders.

B.—Sub-tenants in Arrears.

M.C.A. 494/II — 30-12-1944.

(1) The usual monthly charge on account of electricity consumed was not found recovered from the Kamathipura Telugu School for about six months. On a reference to the Secretary, Schools Committee, it was stated that the premises had been vacated and the matter was under correspondence regarding the closure of the class. The Secretary, Schools Committee, has been requested to state how the matter now stands and reply is awaited.

M.C.A. 4020/II — 25-11-1943

(2) As mentioned in the last year's report it was decided under Schools Committee Resolution No. 1325 of 26-2-1944 that the case of Mr. R. B. Badekar who had run into arrears of rent should be placed in the hands of the Legal Assisant for ejectment and recovery of rent. Accordingly a suit was filed against him. Subsequently on his representation that he would abide by the terms of the sub-tenancy, the Schools Committee under their resolution No. 817 of 15-11-1944 rescinded their former resolution and the suit was withdrawn and arrears recovered.

M.C.A. 4093/II — 6-1-1944

(3) As reported in the last Audit Report, Sakharam Nana Jadhav, ex-havildar of the Schools Committee's Office and ex-custodian of the Foras Road Central Marathi Boys' School was not charged rent for the occupation of the custodian's quarters at the aboeve school building after his retirement from Municipal service on 16-12-1943. The Secretary Schools Committee, was requested to recover rent for the period the premises were actually occupied and accordingly recoveries of Rs. 78-1-0 at the rate of Rs. 10 per month were made.

C.—Excess Accumulations in the Funds.

M.C.A. 3736/II — 30-6-1943 & M.C.A. 23/II — 12-4-1944

As reported in the last year's report the Secretary, Schools Committee, was requested to take steps to invest the surplus accumulations in the Jivkore Lallubhai Scholarship Fund which were lying in cash in the School Fund. Needful has since been done.

The sum of Rs. 4,477-8-0 received from the Corporation by way of an additional grant for being credited to the corpus of the Fund was credited to the Interest Account of the Fund. On audit reference, the same is being shown separately from the annual interest account.

D.—Government Grant-in-aid to the Training Institutions.

M.C.A. 354/II — 13-10-1944

Two sums of Rs. 1,200 and Rs. 3,200 were received from the Governmnt as grant-in-aid to the Rahimtulla Currimbhoy Training Institute and the Byculla Training Class respectively during March 1944. Details of calculations on which the Government grant was based, were called for. From the information supplied, it was noticed that expenditure of Rs. 4,559-12-0 on account of furniture, etc., was not admitted for the purpose of grant by the Educational Inspector, Bombay Division, with a note that a special equipment grant might be claimed. However, no such claim seems to have been preferred. Reply to audit reference is awaited.

E.—References remaining undisposed off with the Schools Committee's Office.

The following audit references have remained undisposed off with the Schols Committee's Office inspite of several reminders.

Case No. and Date.	Subject.
(1) M.C.A. 1201/II of 28-6-1940	... Arrears of the sub-tenant Mr. S. B. Khedekar; irregularity in the payment of the instalments of the decretal amount.
(2) M.C.A. 2192/II of 12-8-1941	... Omission of rent from the accounts of the Training Istitutions—Special report made to the Standing Committee (*vide* Standing Committee Resolution Nos. 82 of 18-4-45 and 640 of 15-8-1945).
(3) M.C.A. 3275/II of 14-12-1942	... Proper submission of statements of fees showing opening arrears, current dues and outstanding.
(4) M.C.A. 4127/II of 19-1-1944	... Arrears of fees and discrepancies in the fees register.

II Statement of recoverirs of excess or wrong payments and dues left unrecovered for unduly long periods.

The following cases of excess or wrong payments were noticed and recovered :—

Serial No.	Case No. and Date.	Name.	Particulars.	Amount. Rs. a. p.
1	M.C.A. 187/II of 3-7-1944 ...	Mr. M. P. Shah, Superintendent.	Excess payment on account of dearness allowance from 21-2-1944 to 14-5-1944.	44 11 0
2	M.C.A. 180/II of 27-6-1944 ...	Sakharam Pandu, Gardner ...	Excess payment of house rent paid at Rs. 2 per month instead of at Rs. 1 per month for February 1944.	1 0 0
3	M.C.A. 188/II of 3-7-1944 ...	Mr. Husain Kamal, Zakaria Bunder Urdu Boys' School.	Excess payment of leave salary for 17th and 18th February 1944.	3 11 0
4	M.C.A. 376/II of 30-10-1944 ...	Mr. Brijpal Singh, Head Master, Matunga Hindi School.	Head Master's allowance paid from 1-6-1944 instead of from 5-6-1944.	0 11 0
5	M.C.A. 376/II of 30-10-1944 ...	Mr. Sabal Singh, Head Master, Mazagaon Hindi School.	Do. do. ...	0 11 0
6	M.C.A. 378/II of 30-10-1944 ...	Mr. Ram Ujagir Singh, Head Master Lower Parel Hindi School.	Increment paid from a date earlier than due.	0 12 0
7	M.C.A. 422/II of 16-11-1944 ...	Bai Kamlabai Bhalabhai Dave, Mandvi Gujarati Girls' School.	Short recovery in respect of dearness allowance.	1 0 0
8	M.C.A. 345/II of 13-10-1944 ...	Mr. Laxminarain Dixit, Incharge Head Master, Sion Hindi School	In-charge Head Master's allowance paid for the days the Head Master was on duty.	0 5 0
9	M.C.A. 372/II of 28-10-1944 ...	Mr. Banshraj Singh, Ag. Head Master, Shivdi Hindi School.	Leave salary paid at full rate as also the Head Master's allowance for the days he was on leave on half-average pay.	1 4 0
10	M.C.A. 442/II of 22-11-1944 ...	Head Mistress, Matunga Station Road Marathi Girls' School.	Excess payment due to error in calculation. Voucher No. 1094 of 21-8-1944.	2 0 0
11	M.C.A. 207/II of 13-7-1944 ...	Nabiulla Jumai ...	Paid at full rate for the period from 24-1-44 to 29-1-44 when he was on leave without pay.	9 14 0
12	M.C.A. 507/II of 4-1-1945 ...	Shrimad Goswami Shri Gokul Nathji Maharaj.	Short recovery of electric charges.	0 4 0
13	M.C.A. 156/II of 15-6-1944 ...	Sakharam Nana Jadhav, Havildar, Schools Committee's Office.	Leave on average pay granted in excess of 4 months at a time in contravention of the Municipal Service Regulations.	17 2 0
14	M.C.A. 162/II of 16-6-1944 ...	Mahomed Yahya Mumtazhusain, Head Master, Mominpura Urdu Boys' School.	Do. do. ...	134 15 0
15	M.C.A. 405/II of 4-11-1944 ...	Azizabi Hasankhan, Lady teacher, Worli Urdu Girls'School.	Increment allowed to be drawn while in the Training College from June to September 1944, at Re. 1 per month against the prevailing practice.	4 0 0
16	M.C.A. 438/II of 21-11-1944 ...	Mrs. Arulamal Naidu, Assisantat, Matunga Tamil School.	Excess payment on account of wrong adjustment of salary from 1-7-1943 to 31-10-1944 at Rs. 2 per month.	32 0 0
17	M.C.A. 438/II of 21-11-1944 ...	Mr. Subbavadhanullu Head Master, Kamathipura Telgu School.	Excess payment on account of wrong adjustment of salary from 1-7-1943 to 2-7-1944 and 1-9-1944 to 30-9-1944 at Rs. 2 per month.	25 6 0
18	M.C.A. 585/II of 21-2-1945 ...	Head Mistress, Imamwada Lower Primary Urdu Girls' School.	Payment of monthly contingency in excess of the sanctioned scale for 4 months from November 1944 to February 1945.	4 0 0
			Total Rs. ...	283 10 0

III.—Measures resulting in new recurring and non-recurring commitments.

M.C.A. 417/II — 14-11-1944

(1) The Census Department which was working uptil now without any clerk, was given a Head Clerk by creating a new post in that Department and a man working as Head Clerk in Marathi Section of the Office was transferred thereto. The nature of work in this section seems to be purely clerical and does not justify creation of a Head Clerk's post.

M.C.A. 421/II — 14-11-1944

(2) A sweeper woman employed in the Schools Committee's Department was found to have been granted maternity leave on full pay for two months and 13 days as against 6 weeks maternity leave admissible to her under Rule 108 of the Municipal Service Regulations. This being objected to in audit the excess period of leave was converted into leave without pay and the leave salary amounting to Rs. 41-4-0 was duly recovered. However, on the audit note being placed before the Schools Committee they decided to designate all the scavengers in the Schools Committee's service as sanitary peons and to allow them the benefit of leave available to the superior municipal services under the Municipal Service Regulations. There are several thousands scavengers working in the Departments under the Municipal Commissioner, some of whom are also working in the Administrative Offices and Municipal owned buildings and chawls. No benefit of leave under Municipal Service Regulations is allowed to them except 6 weeks maternity leve. Therefore, the treatment of the Schools Committee's scavengers as sanitary peons without regard to the practice followed by the Municipal Organisation as a whole is not only uneconomical and wasteful but also invidious and tending to create dissatisfaction among similar other staff.

S.C.R. No. 699 — 26-9-1944

(3) (a) Under Schools Committee Resolution No. 699 of 26-9-1944 the monthly salary of Mr. G. N. Sawant, a telephone operator of the Schools Committee's Department was increased from Rs. 56 to Rs. 62 per month by giving him two extra increments in the grade of Rs. 50-3-80, on the ground that he had put in 23 years' service and that the grades of teachers and peons had been so fixed that they could reach the maximum of their grades within a period of of 18 to 20 years.

It may be pointed out here that the telephone attendant joined Municipal service as a peon. About 5 years back a post of an assistant librarian on Rs. 30-1-40 was created and he was appointed to it. Again after two years a post of a telephone operator was created in the grade of Rs. 50-3-80 and Mr. Sawant was promoted

(b) Four clerks of the Schools Committee's Department were given two extra increments in their salaries from the date of their immediately next ordinary annual increment in addition to the ordinary increments on the ground that their seniority in service and merits had been overlooked in the past when certain permanent posts of clerks were filled in.

S.C.R. No. 225 / 31-5-1944

Such individual grants of immature increments result in the incurrence of avoidable expenditure and also tend to create similar demands from others without sufficient grounds.

(4) (a) For the post of a clerk in the Urdu Girls' Section of the Secretary, Schools Committee's Office, one Mrs. R. B. Bariq was selected for appointment out of certain candidates. Subsequently on being asked to join duty the lady represented that the minimum salary of the grade *viz.*, Rs. 55 was not sufficient for her maintenance in these abnormal times and that she be at least paid Rs. 80 per month as a starting salary. The Schools Committee accordingly under their Resolution No. 1108 of 7-2-1945 gave her a starting salary of Rs. 80 per month.

S.C.R. No. 1108 / 7-2-1945

(b) In another case a lady clerk was given a starting salary of Rs. 60 on the ground that no suitable lady was available *vide* Schools Committee Resolution No. 1250(B) of 2-2-1944.

M.C.A. 379/II / 30-10-1944

Such individual distinctions are likely to stir the general body of the female staff and are not desirable either from the economic or administrative point of view.

IV.—Internal Audit and Control.

(1) The following irregularities were noticed in the Morning Class Pay-sheets :—

M.C.A. 19/II / 11-4-1944

(i) Pay bills were not signed by the Superintendent of Accounts in token of his having passed them for payment..

(ii) Sanction not quoted on the bills.

The Head Masters of the Morning Classes were to be paid at the rate of Rs. 15 per month on condition that the number of students in the classes goes over 100 within 1 month from the date of opening. But in the pay-bill although the Head Masters had been charged at Rs. 15 a certificate to the effect that the required condition had been fulfilled was not given.

Reply from the Secretary, Schools Committee, is awaited.

(2) Supplementary pay-bills are found passed without giving counter references in the original bills as a safeguard against claims being passed second time.

M.C.A. 40/II / 26-4-1944.

The Secretary, Schools Committee, has been asked to do the needful but no reply is still received.

(3) For attendances at the local committee meetings the clerical staff is allowed to draw fixed duty allowance of Rs. 5 per month. Provident Fund subscription is also taken on this duty allowance. Similarly the peons are also paid annas eight per month but no subscription is recovered thereon. This apparent discrepancy being brought to the notice of the Secretary, Schools Committee, she replied that the peons were not paid the duty allowance but they were paid an allowance of annas eight per meeting. It is however, observed that the bills have been paid even during the months in which no local committee meetings were held. The Secretary, Schools Committee, has therefore, been informed that if the allowance is payable per meeting, it was a question of recovery from peons who were paid the allowance during the months in which there were no meetings.

M.C.A. 80/II / 12-5-1944

Reply is not yet received.

(4) Under Rule No. 6 of the rules for grant of Schools Comimttee's Scholarships no scholarship is to be granted to a pupil receiving scholarship from Government. However, under Schools Committee Resolution No. 1208 of 2-2-1944 scholarships were sanctioned to two scholars receiving Government Scholarships and their scholarship bills were passed for payment. On audit advice instructions have been issued to prevent this irregularity.

M.C.A. 85/II / 13-5-1944

(5) Under Rule No. 12 of the Rules for grant of Schools Committee's Scholarships, no scholarship is to be paid to a pupil who leaves the school and does not rejoin another Municipal School. However, under voucher No. 2944 of 22-3-1944 a claim for scholarship had been passed in favour of a student for the period from November 1943 to February 1944, although the student had left the school in November 1943 and there was no certificate of his having rejoined another Municipal School. On an audit reference the claim for Rs. 18 was cancelled.

M.C.A. 91/II / 13-5-1944

(6) Receipt for an amount of Rs. 84-9-0 for the sale of unserviceable records by the Special Attendance Officer, was given on a form other than the usual printed receipt form. This was objected to in audit and the Secretary, Schools Committee, was asked to issue a circular to all the Officers under the Schools Committee, to avoid recurrence of the mistake. No reply is received from the Secretary, Schools Committee, inspite of a reminder.

M.C.A. 103/II / 17-5-944

(7) Several discrepancies were noticed in the accounts of the Handicrafts exhibition held in the month of October 1943. Some of them are given below :—

M.C.A. 114/II / 23-5-1944

(1) Duplicates of certain receipts were not signed.

(2) Remittance of money received for sale of exhibits in one case was delayed by about two months. In other cases it was not possible to know whether the collections were remitted to office in time as the account of the receipts was not prepared according to dates.

(3) No account of receipt books was maintained. Five blank receipt books pertaining to the exhibition held in 1935 and one pertaining to 1942 were found used in the exhibition for 1943.

(4) Alterations made in the prices fixed by the Secretary, Schools Committee, were unattested. Certain articles were found sold at prices less than those fixed by the Secretary, Schools Committee.

(5) Record of the articles returned to the Schools was not properly maintained.

(6) 147 articles worth Rs. 50-15-0 reported to have been lost in the exhibition were written off without the sanction of the Schools Committee.

No reply to audit note is received.

(8) Certain standing advances have been given to the officers of the Schools Committee for contingent expenses. The Secretary, Schools Committee, was requested to send a list of officers who were delegated powers to sanction such expenditure and the extent to which they were so empowered. She replied that the amounts of the standing advances are as a matter of convention to be spent by the officers and that there were no specific delegations.

M.C.A. 124/II
30-5-1944

In this connection audit suggested that a system of central purchases and periodical distribution of articles usually required by the schools be better introduced in the interet of economy and prevention of waste. The matter is under consideration of the Schools Committee.

(9) A sum of Rs. 756-8-0 was spent without inviting competetive rates. Sanction to rates and quantities was also not obtained and the payment was not made direct to the firm but to the Head Masters.

M.C.A. 138/II
16-6-1944

Several articles like colour boxes and bruches, pencils and rubbers were purchased for student teachers Audit raised a question whether such articles were to be supplied to the student teachers by the Municipality and enquired about the practice obtaining in Government Departments. No reply is received inspite of a reminder although more than a year has elapsed since the audit note was sent.

(10) The payment of a bill of Rs. 500-13-0 for sewing articles was delayed by nearly ten and a half months. Sanction to rates and quantities was not obtained and there were differences in the amounts paid in respect of 4 items.

M.C.A. 139/II
6-6-1944

No reply is received inspite of a reminder.

(11) Quotations were not invited, written orders were not placed, and report to the Schools Committee was not made for purchase of books worth Rs. 150 for the Teachers' Library under 2 vouchers. No reply is received inspite of a reminder.

M.C.A 157/II
15-6-1944

(12) Schools Committee under their Resolution No. 999B, of 1-12-1943 sanctioned an estimate of Rs. 250 for expenditure on the prize distribution ceremony of the Annual Sports. Several items of the expenditure incurred however, exceeded the sum of Rs. 20 which the Secretary Schools Committee is competent to spend. In such cases a report to the Schools Committee is necessary. The Secretary, Schools Committee, seems to be under the impression that sanction to an estimate or allotment of funds for a particular purpose made by the Schools Committee is equivalent to a sanction for making purchases. It may be observed that the allotment of funds in itself does not give any powers to the Secretary, Schools Committee, to make purchases fors ums exceeding Rs. 20 on individual items without further sanction of the Schools Committee. The attention of the Secretary, Schools Committee, has been called to this requirement on several occasions in the past.

M.C.A. 159/II
15-6-1944

(13) Five books on Physical Culture (Urdu) were given to the Training Class for temporary use in 1940-41. The Training Class has since been closed but the books have neither been returned nor paid for. The Secretary, Schools Committee, has been written to in the matter. No reply is yet received inspite of a reminder.

M.C.A. 171/II
21-6-1944

(14) The monthly contingency of the Girgaum Central Marathi Boys' School, has been fixed at Rs. 15-12-0 from 1-3-1944. However, for the months of March, April, June and July 1944 the Head Master preferred bills at Rs. 19-4-0 each as actual expenses which were paid through oversight. Attention of the Secretary, Schools Committee being drawn to this by Audit sanction of the Schools Committee was obtained to these excess payments as a special case. Granting that it was a case of error as to the sanctioned limit of the contingency it pasess no understanding how the actual expenditure incurred by the Head Master came to exactly Rs. 19-4-0 and not a pie less nor more for four successive months till the attention was drawn to the excess over the sanctioned limit.

M.C.A. 208/II
13-7-1944

(15) The following discrepancies were noticed in the bills for out of pocket expenses and camping allowances of the Scout Department for 1943-44:—

M.C.A. 209/II
13-7-1944

(*a*) The bills were not signed by the Superintendent of Accounts for his having passed them.

(*b*) The usual certificates that the claim was not previously passed for payment and that the persons charged were entitled to draw the allowances were not given by the Head of the Department.

(*c*) The camping allowances were paid at different rates but no sanction of the Schools Committe, to the rates of camping allowance was found obtained. The Secretary, Schools Committee, wss, therefore requested to quote authority or sancton. No reply is received inspite of a reminder.

(16) Following is the list of typical errors found in the pay-sheets of the Gujarati Training Class for May 1944:—

M.C.A. 277/II
31-8-1944

(1) No absentee statement was attached to the paysheet.

(2) A teacher's salary was debited to Gujarati Training Class instead of to Hindi Training Class.

(3) A Sewing Mistress was shown as absent from 14-6-1943 in the paysheet without any remarks.

(4) An acting peon was relieved from 27-4-1944 but the vacant post was not shown in the paysheet of May 1944.

(5) The Training Class was abolished from 1-6-1944, but necessary remarks were not made in the paysheet.

(17) The reconciliation of Bank Balance at the Imperial Bank of India, Head Office Account was not made from 5th August 1944 to 13th October 1944. The same, however, was got done subsequently at the instance of audit.

M.C.A. 355/II
13-10-1944
&
M.C.A. 285/II
1-9-1944

The reconciliation of the Bank Balance at the Imperial Bank of India, Sandhurst Road Branch, when examined on 31-8-1944, was found to be completed upto 15-8-1944 only. As this work was often found not attended to regularly an audit reference was made and the Secretary, Schools Committee, has agreed to make

(18) Schools Committee under their Resolution No. 938 of 30-11-1942 adopted the procedure of crediting receipts on account of lost books of the teachers library to Miscellaneous Deposits instead of to the School Fund, for replacing the books. This however, does not do away with the usual requirement of obataining the Schools Committee's sanction to expenditure above Rs. 20 but no such sanctions are obtained. For example the Schools Committee's Office did not report the purchase of books worth Rs. 78-3-0 under Voucher No. 479 of 20-6-1944. The Secretary, Schools Committee, was requested to obtain sanctions but nothing has been done.

M.C.A. 287/II
2-9-1944

The Secretary, Schools Committee, was also requested to furnish audit with a list of lost books in respect of which deposits as on 31-3-1944 were outstanding and to clear the deposit account either by purchase of books or by transferring to revenue, excess if any. Reply is awaited.

(19) An advance of Rs. 200 was paid to the Assistant Organising Commissioner for Boy Scouts for Patrol Leaders' week end training camp. Out of this a sum of Rs. 120 was spent by him but the dates on which the camps were held and the certificates from responsible persons regarding the actual incurrence of expenditure on conveyance, meals, tea, etc., were not furnished. The Secretary, Schools Committee, has been asked to send relevant registers and records. No reply is received inspite of a reminder.

M.C.A. 371/II
28-10-1944

(20) The Schools Committee spends about Rs. 35,000 each year for contingent expenses required for Schools. The Head Masters are given standing advances out of which they make their own purchases direct from the market. The articles purchased are such as could be had either from the Controller of Stores or from the Stationery Contractors. The Secretary, Schools Committee, was informed that these articles could be purchased centrally by theSchools Committee's Office and distributed periodically according to the quota fixed. The Secretary, Schools Committee, was further informed that this system would prove most economical to the Department.

M.C.A. 373/II
28-10-1944

The question is under the consideration of the Schools Committee.

(21) Each year the Schools Committee approves of the allocation of budget of the Scout Department and authorises the District Commissioner of Boys Scout to incur expenditure in consultation with the Secretary, Schools Committee, and is given the required advances from the School Fund to incur the expenditure.

M.C.A. 374/II
28-10-1944

Sanction of the Schools Committee is however, not obtained to the incurrence of expenditure. The Secretary, Schools Committee, has been informed that mere approval of the budget grant could not be accepted as sanction to the incurrence of expenditure. During the year 1943-44 the Budget grant provided for the Scout Department was Rs. 10,281 (including a renewed grant of Rs. 996) and Rs. 7,268 (including Rs. 3 renewed grant) for the Girl Scout Department. Advances of Rs. 1,250 were given to the Assisant Organising Commissioner Boy Scouts and Rs. 500 to the District Commissioner Girl Scouts, out of which Rs. 1,022-5-6 and Rs. 396-14-9 were spent by them to which sanction of the Schools Committee was not obtained. Sanction of the Schools Committee was also not obained to a further expenditure of Rs. 597-8-0 for Scout Uniforms. The Secretary, Schools Committee, has been requested to do the beedful. No reply is received inspite of a reminder.

(22) The accounts of the Painting Class were examined on 1-9-1944.

M.C.A. 3996/II
5-11-1943
&
M.C.A. 380/II
30-10-1944

The following irregularities were noticed :—

(1) The cash book was not written up from July 1943 to August 1944.

(2) The accounts of the Painting Class were not found checked by the Schools Committee's Office since December 1939.

(3) For painting school boards, it appears that the Schools Committee set a maximum limit of cost at Rs. 3 per board as a measure of control, but it is observed that the Painting Class Teacher has been rendering an account showing cost at exactly Rs. 3 per board. It is also noticed that irrespective of the prices of materials prior to war and during war the cost of painting the boards came to Rs.3 and not a pie less nor more. Attention of the Secretary, Schools Committee, has been drawn to this and she has been requested to see whether the materials could not be purchased through the Controller of Stores and to supply them to the teacher as and when required according to output of work done by him. Reply is awaited.

(23) Under Schools Committee Resolution No. 1447(c) of 17-3-1943 the Stenographer Mr. K. V. Belhe, in the grade of Rs. 55-4-115-5-140 was allowed the grade of Rs. 100-5-150 on his having passed the higher examination in the Shorthand. In terms of the resolution as it is worded only Mr. Belhe who had passed the higher Shorthand examination was to be allowed the higher grade. It is however, observed that the person possessing no higher qualifications and appointed to this post in acting vacancies is allowed to draw salary in the higher grade of Rs. 100-5-150 instead of the usual grade of Rs. 55-4-115-5-140. The Secretary, Schools Committee's attention being called to this irregularity she explained that the higher grade was available to non-qualified persons also. This exaplanation cannot be accepted by audit.

M.C.A. 381/II
30-10-1944

(24) Out of the unspent balances of the Schools Committee's grant for 1943-44 a sum of Rs. 1,12,252 was renewed for expenditure during 1944-45 (*vide* Standing Committee Resolution No. 859 of 25-9-1944). The renewed grant included Rs. 59,390 in respect of orders placed for purchases of articles but remaining wholly unexecuted upto 31-3-1944. The Municipal Commissioner, has been requested to state reasons for allowing this sum to be renewed instead of transferring the liability thereof to the grant for 1944-45.

A.C. 466/II
30-10-1944

A special report to the Standing Committee has also been made under No. M.C.A. 678/II of 12-4-1945 underlying Standing Committee Resolution No. 83 of 18-4-1945.

(25) In the case of employees under training the Schools Committee allows their incremenst to be drawn by them from the dates the employees return to the Schools. However, in the case of an assistant lady teacher it was noticed that she had been paid her increment while under training.

M.C.A. 405/II
4-11-1944

The Secretary, Schools Committee, has been requested to offer remarks. No reply is received inspite of a reminder.

M.C.A. 418/II
14-11-1944

(26) Rent bills for premises occupied by the Schools Committee are being paid every month without obtaining certificates from the Head Masters in charge of the school premises, as regards occupation, rate, claim, etc. In response to audit objection the Secretary, Schools Committee has suggested a form of certificate proposed to be obtained from the Head Masters. It is hoped that early arrangements will be made to get the certificates in the manner suggested by the Secretary, Schools Committee, and approved by the Municipal Chief Auditor.

M.C.A. 419/II
14-11-1944

(27) Two special teachers were appointed to teach special subjects in the Municipal Marathi Female Teachers Training Class and also in the Marathi Boys' and Girls' Schools to which their cost was to be debited proprotionately. It is however, noticed that the whole of the cost has been charged to the grant for the Teachers Training Class. The Secretary, Schools Committee, has been asked to carry out necessary adjustment but no advice has been received from her till the time of closing the accounts.

M.C.A. 429/II
17-11-1944

(28) A sum of Rs. 3-4-0 was held by three different schools in excess of the imprest accounts given to them and shown in the books of the Schools Committee's Office. This amount was neither included in the certificates of advances held by the teachers at the end of each financial year nor was it shown in any book of accounts in the office. The excess has been recovered from the schools concerned and credied to the School Fund but the audit query as to how the excess came to be had by the schools without being accounted for in the Schools Committe's Office remains still unexplained.

M.C.A. 439/II
21-11-1944

(29) The grade of Head Master's post in the Byculla Training Class as shown in the budget shcedule was Rs. 125-5-175 and the incumbent thereof used to draw salary in that grade upto 31-5-1944. A new Head Mistress was appointed to that post on 1-6-1944 and was allowed to draw salary in the scale of Rs. 125-10-175 on the analogy of the grades fixed for the Head Masters of Hindi and Urdu Training Classes. The attention of the Secretary, Schools Committee, has been drawn to this irregularity and she has been requested to get the grade of Rs. 125-5-175 modified to Rs. 125-10-175 if it is intended to pay salary in the latter grade to the present incumbent. No reply is received yet.

M.C.A. 442/II
22-11-1944

(30) A sum of Rs. 2 was paid in excess to the Head Mistress Matunga Station Road Marathi School in the pay bill of Dearness Allowance for April 1944 due to an error in the total. When it was detected by Audit the Head Mistress was called upon to pay up the same. She repaid the excess and explained that the excess was disbursed to the teachers. There was no possibility of paying over the excess to the teachers as the amounts payable to the individual teachers were correct, the mistake being only in the totals.

M.C.A. 496/II
30-12-1944

(31) Irregularities noticed in the quarterly statement of fees for the quarter ending 30-6-1944:—

(1) Some fees appeared to have been recovered in March and April but shown as collected and paid in the Office in April and May 1944.
(2) Mixing up of fees and the miscellaneous receipts.
(3) Miscellaneous receipt shown in the statement as Re. 1 but in the fees register as Rs. 2.
(4) Opening arrears and demand of fees for April, May and June 1944, not shown in the statement of Marathi Girls' Schools.
(5) Certificates of verification of fees not given in certain statements.

Reply to audit reference is awaited.

M.C.A. 545/II
31-1-1945

(32) In two cases of deceased employees insurance premia on their provident insurance policies were paid after their death and in one case even after the payment of the final claim of provident Fund. These irregularities were due to the following reasons.:—

(1) Remarks of death were not made in the Provident Fund Accounts of the employees concerned.
(2) While passing the payment of insurance premia the Accounts Office did not see whether there were sufficient balances in the provident fund accounts to cover the payments.

Attention of the Secretary, Schools Committee, has been drawn to these defects and she has been requested to pass necessary instructions to avoid recurrences of such payments in future.

M.C.A. 557/II
12-2-1945

(33) The Schools Committee makes purchases of the articles of furniture, sewing, drawing, etc. As the Accounts Section had no control over the maintenance of proper records of these articles, it was suggested to the Secretary, Schools Committee, that before passing such bills the Superintendent of Accounts should see certificates from the Heads of Departments that the articles were properly entered in the Dead Stock Registers and should also inspect the regiseters periodically.

M.C.A. 586/II
21-2-1945

(34) Value of stamps received from August to November 1944 by the Urdu Boys' Section of the office was found to have been paid to the Accounts Section on 2-1-1945. The Secretary, Schools Committee, has been requested to instruct the staff to avoid delay in remitting receipts however small.

(35) *Imprest Account.*

M.C.A. 21/II
12-4-1944

(a) *Secretary, Schools Committee's Office.*—(1) There are two separate imprest accounts one from the Municipal General Fund and the other from the School Fund and the cash balances of the two advances were mixed up. On audit advice the cash balances are now kept separate.

(2) Miscellaneous articles like brooms, etc., were being purchased from the Imprest. On audit advice they are now being indented on the Controller of Stores.

M.C.A. 34/II
19-4-44

(b) *Binding Class.*—(1) Voucher for Rs. 1-4-0 is entered in the account book for Re. 1 only.

(2) The cost of three lost cards is shown as Rs. 0-0-9 instead of Re. 0-2-3.
(3) The imprest account book is not maintained in the prescribed form.
(4) Vouchers above Rs. 10 for February and March 1944 were not sent to office with the imprest bills.
(5) Vouchers are not signed by any responsible officer like the Head Master.

It was explained that the mistakes in respect of items Nos. 1 and 2 took place through oversight; as regards Nos. 3 and 5, the suggestions were being attended to and that the vouchers for sums above Rs. 10 were ... account as they were examined by the office.

M.C.A. 102/II
17-5-1944

(c) *Handicraft Supervisor.*—(1) Previous sanction of the Supervisor to payments made from 1-4-1944 onwards was not recorded.

(2) Certificate that the balance was counted and found correct was not given.

M.C.A. 104/II
17-5-1944

(d) *Superintendent, Aided Schools.*—Usual certificate that the balance was counted and found correct was not given.

M.C.A. 105/II
17-5-1944

(e) *Special Attendance Officer's Office.*—(1) Certificates in the Contingent Register did not contain a statement that the balance was counted and found correct.

(2) Conveyance bills did not show details as to the conveyance used, actual travelling done, etc.

(3) There were no sanctions for postage expenses.

The Secretary, Schools Committee's attention being called to this she writes that the Special Attendance Officer has promised to follow the correct procedure in future.

M.C.A. 210/II
13-7-1944

(f) *Local Committee D and G Wards.*—(1) Cash on hand could not be verified as the clerk explained that as no cash box was supplied to him he had kept the cash at his residence.

(2) Payments were made without previous sanction and without obtaining discharges.

(3) Certificates that the balance was counted and found correct, were not given at the time of submitting the bills for recoupment.

M.C.A. 2425/II
20-11-1941

(36) The Supervisor of Handicfafts used to make purchases of wood required for Municipal Schools direct from the Market instead of through the Municipal Central Stores which supplies all kinds of wood to Municipal Workshops and other Municipal Departments. After correspondence with the Municipal Commissioner the Secretary, Schools Committee, has been advised that in future the Handicrafts Supervisor should not be allowed to purchase anything from the market direct except in cases where the Stores Department was not able to make supplies. In such cases the Controller of Stores should inform the Secretary, Schools Committee, through the Municipal Commissioner.

M.C.A. 3201/II
6-11-1942

(37) As reported in the previous Audit Reports the Supervisor of Handicrafts was asked to keep a proper register of the articles in stock, the articles purchased and the articles supplied to each school, An explanation for his failure to do so, which was called for through the Secretary, Schools Committee, has still not been received inspite of reminders.

M.C.A. 3418/II
12-2-1943

(38) An explanation asked for from the librarian of the Mominpura Library for the irregularities that existed when the Library was under the control of the Schools Committee, has not still been received inspite of repeated reminders.

M.C.A. 3836/II
20-8-1943

(39) No account was rendered by the Superintendent, Urdu and Marathi Boys' Schools for unduly long time for the sums of two advances given to them in 1943. Also in four cases, deposits lying outstanding for several years were noticed.

As a result of audit reference, steps have been taken to clear the accounts of the above two advances and three amounts of deposits have been remitted to the Chief Accountant and one to the Educational Inspector Bombay Division.

M.C.A. 3957/II
15-10-1943

(40) Various irregularities in the method of certification and posting of leave to the leave accounts were reported in the last audit report. Amongst the suggestions made to the Secretary, Schools Committee, to check these irregularities, one was to show all the extended periods of leave in one spell of leave taken by the employees in their respective paysheets in order that any leave in excess of the period admissible under the rules may be detected immediately before payment of leave salary. The Secretary, Schools Committee, explains to say that to show the continuity of leave periods in the paysheets is impracticable due to transfers and deputations of teachers from school to school often necessitated by the adjustments of strength according to the number of pupils. I am unble to appreciate this. In view of the fact that when a teacher is on leave and extends it from time to time, the papers relating to his leave are also required to be transferred to the school to which his leave salary is to be charged.

M.C.A. 4043/II
6-12-1943

(41) As reported in the last year's Audit Report the following irregularities were noticed in the miscellaneous bills passed for payment. Explanation from the Secretary, Schools Committee, is still not received inspite of reminders:—

(1) Sanctions to quantities and rates of articles purchased not obtained.

(2) No stock register maintained in Urdu Section.

(3) In the register of Gujarati Girls' Section receipts of articles were noted in pencil without initials of the issuing officer and no account of receipts, issues and balances was available. Similarly the register of Gujarati Boys' Section showed only the issues.

(4) In some cases purchases were made without written orders and the usual certificates of the actual receipt of articles, rates, etc., were not endorsed on bills.

(5) For purchases over Rs. 3,000 no tenders were invited by public advertisement on the analogy of Section 72(1) of the Municipal Act.

(42) The following audit references have remained undisposed off with Schools Committee's Office inspite of several reminders :—

Case No. and Date.	Subject.
(1) M.C.A. 457/II of 17-7-1939	... Regarding certain allowances paid to special teachers during vacation.
(2) M.C.A. 2599/II of 10-2-1942	... Regarding supplementary bills passed and paid for the Secretary, Schools Committees' Office without making cross references on the original bills and supplementary bills.
(3) M.C.A. 2778/II of 28-4-1942	... The question of rendering proper account of the articles put in exhibition, the articles sold and the articles left unsold.
(4) M.C.A. 3020/II of 20-8-1942	... Regarding an advance of Rs. 100 paid to the Supervisor of Handicrafts on 31-3 -1942 by debit to final accounts for incurrence of expenditure during the next year.
(5) M.C.A. 3627/II of 6-5-1943	... Regarding irregularities noticed in connection with the purchase of certain urdu books :— (i) A number of books were purchased in excess of the requirement during 1941-42 owing to a set of books being ordered out twice over. (ii) No register of stock of Urdu books purchased and received gratis from authors or other institutions was maintained. (iii) Actual stock taking of books on hand showed that even after the distribution of prizes for which the books were purchased the excess of books was sufficient to serve the requirement of the next year too. Explanations of the persons responsible for their failure to keep proper account and for going in for fresh purchases without acquainting themselves of the books in hand called for through the Secretary, Schools Committee, have not yet been received.
(6) M.C.A. 4008/II of 18-11-1943	... Regarding payment of salary in addition to stipends to a teacher.

V.—Non-observance of the Municipal Service Regulations.

(1) In two cases employees of the Schools Committee were given leave on average pay for more than four months at one time in contravention of the Municipal Service Regulations. The irregularities being pointed out by audit necessary recoveries have been made from the employees concerned and their leave accounts also are adjusted, but sanction of the Schools Committee is not obtained to the modification. The Secretary, Schools Committee, has been requested to do the needful. Reply is awaited.

M.C.A. 156/II, 15-6-1944 & M.C.A. 162/II, 16-6-1944

(2) The leave on average pay of 1 month and 2 days from 8-2-1943 to 9-3-1943 granted to an employee was debited to his leave account as 1 month only owing to the wrong method of debiting leave in the leave account by broken periods of extensions given from time to time. The Secretary, Schools Committee, explained that the practice of debiting the accounts only once for the whole period of leave was introduced after November 1943 and the case in question was for a period prior to November 1943 when all cases were treated on the same line.

M.C.A. 172/II, 21-6-1944

(3) In a civil case between 2 private parties, a school teacher was summoned to give evidence in the Khed Sub-Judge's Court and the teacher was paid the subsistence allowance for the day received from the Court. As the teacher had drawn his salary for the day from the Municipality he was not entitled to the susbsistence allowance and the Secretary, Schools Committee, was requested to recover it from the teacher. No recovery is yet made.

M.C.A. 420/II, 14-11-1944

(4) An assistant school teacher, was reported to be working as a Revenue and Police Patel at his native village while on leave for 3 months and 5 days without sanction of the Schools Committee to take up appointment elsewhere during the leave period. The Secretary being written to in the matter stated that it was proposed to the Schools Committee to recover the amount of the leave salary from the Employee's Provident Fund. However, it is observed that the teacher has since been re-taken in the Committee's service (*vide* Schools Committee Resolution No. 1099 of 7-2-1945) but no reply is received from the Secretary as regards the recovery of the leave salary.

M.C.A. 3990/II, 5-11-1943

VI.—General.

(1) A conveyance allowance of Rs. 10 per month is being paid to special teachers for teaching special subjects in more than one school. The Secretary, Schools Committee, has been advised to see whether a group of schools in one locality cannot be allotted to one special teacher so as to minimise the expendituere on this account. Reply is awaited.

M.C.A. 13/II, 8-4-1944

(2) The Bank Safe Custody Receipt of the Imperial Bank of India in respect of the shares of the Ahmedabad Mills Ltd., is made out in the name of the Secretary, Schools Committee only instead of in the joint name of the Chairman and the Secretary, Schools Committee, and the face value of the securities is not shown therein. The Secretry, Schools Committee, has been requeted to do the needful.

M.C.A. 22/II, 12-4-1944

(3) The payment of Rs. 12 payable to the Painting Class Teacher in respect of painting of school-boards was delayed for a year. The Secretary, Schools Committee, has been requested to state the reasons for the delay. No reply is so far received.

M.C.A. 30/II, 18-4-1944

(4) In the Schools Committee's Budget, the minimum of certain posts of peons is being shown at less than 25 whereas the minimum pay fixed for Municipal employees by the Corporation is Rs. 25. To an audit query the Secretary, Schools Committee, replied that according to the ruling of the Chairman, Schools Committee, underlying their Resolution No. 490 of 28-6-1939, the old grades were not abolished. Audit further pointed out that acceptance by the Schools Committee of the Corporation Resolution to pay the minimum of Rs. 25 automatically fixed the minimum of the grades at Rs. 25. She has therefore, been asked to do the needful, if necessary, with the sanction of the Schools Committee.

M.C.A. 237/II, 3-8-1944

(5) Under Government Resolution, Educational Department No. 5953 of 20-4-1943, the Government have laid down a condition that the free studentships in English Classes attached to Primary Schools should not exceed 15 per cent. and the excess if any, should be brought down within a period of 3 years. The Schools Committee and the Corporation have also accepted the condition (*vide* Schools Committee Resolution No. 677 of 15-9-1943 and Corporation Resolution No. 51 of 1-5-1944).

M.C.A. 239/II, 3-8-1944

Under Bye-law No. 6 of the Schools Committee's Bye-laws the Schools Committee is required to report

However, the Schools Committee under their Resolution No. 1315 of 16-2-1944 have authorised the Secretary, Schools Committee, to grant exemptions to the poor and deserving students over and above the 15 per cent. freeships allowed but the matter does not appear to have been reported to the Corporation nor the Government seem to have been informed of this.

The Secretary, Schools Committee, was requested to offer remarks in the matter but no reply has still been received inspite of a reminder.

M.C.A. 270/II 25-8-1944 (6) Books worth Rs. 43-6-0 and Rs. 76-13-0 were purchased on 23-3-1944 and 17-2-1944, respectively for the Hindi Teachers' Training Class which was closed on 27-4-1944. Audit enquired as to why the books were purchased when the class was to be closed and how the books were disposed off. In reply the Secretary, Schools Committee, stated that the books were needed for general reading by the pupil teachers and had been given to the Superintendent Hindi Schools.

M.C.A. 452/II 30-11-1944 (7) In order to facilitate payment of salary and such other dues to the heirs of the deceased Municipal employees, a procedure of accepting death and heirship certificates signed by the Magistrates, Mamlatdars, Mahalkaris, J.P., etc., has been adopted instead of insisting upon the legal death and heirship certificates from the Courts. The Municipal Commissioner has further authorised certain Departmental Officers to sign such certificates in respect of the claims of the labour staff working under them. The Schools Committee however, have not authorised any of their officials to sign such certificates, yet a pension claim was found to have been paid to the heirs of a deceased pensioner on the strength of a certificate signed by the Superintendent, Aided Schools. It may be observed that the Schools Committee undertakes the risk in making payments on such certificates in order to give extra facility to the heirs of the deceased employees. But at the same time they must make proper authorisation to partcilar officers only just in the same way as the Municipal Commissioner has done for the Departments in his charge. The Secretary's attention has been drawn to this.

M.C.A. 3646/II 11-5-1943 (8) A case was reported last year in which realisations on account of cut wood were insignificant when compared with cost of cutting wood. Papers showing the disuosal of wood being called for it was found that out of 5 cases, papers were not traceable in three cases while in two cases the wood of the trees was left in charge of the Heads of the Schools. It was suggested in the last Audit Report that it was for the Secretary, Schools Committee, to enquire as to what the Head Masters did with the wood in the three cases in which the papers were not traceable. Reply is awaited.

M.C.A. 3649/II 11-5-1943 (9) As reported last year Messrs. Shivlal & Chimanlal were entrusted with the work of removing Shahabad stones from the compound of the Byculla Marathi Boys' School. On enquiries it was learnt that the Shahabad stones were lying undisposed off. The Assistant Engineer (Architect) was, therefore, requested to use the stones on some Municipal Work. Accordingly the material has been used for two Municipal works. Necessary credit from the Assistant Engineer (Architect) is awaited.

M.C.A. 3700/II 14-6-1943 (10) As reported in the last year's Audit Report the Schools Committee had written to the Corporation at the suggestion of audit to represent to Government to contribute towards the additional expenditure for the work of inspection of primary sections of the English Teaching Schools, which the Schools Committee were carrying out on behalf of the Government (*vide* Schools Committee Resolution No. 202 of 12-5-1943 and 336 of 21-7-1943). Accordingly the Corporation decided to address Government suitably to arrive at some decision in the matter. (*Vide* Corporation Resolution No. 39 of 30-4-1945). Result is awaited.

M.C.A. 3781/II 21-7-1943 (11) The Schools Committee's Printing Press at Foras Road, was closed during the year 1940-41 and all the printing work of the Schools Committee is now got done at the Municipal Printing Press. On the closing of the Press, however, the machinery and dead stock articles were lying idle. The Secretary, Schools Committee was, therefore, requested to put up a complete list of machinery and deadstock articles. She was also requested to state as to what was proposed to be done with the machinery.

The matter was placed before the Schooos Committee by the Secretary with the expert opinion of Mr. Dalal of the Associated Advertisers who after inspection opined that due to lack of proper care some parts of the machinery require repairs and replacements and that with the help of a qualified and capable men the press could still be worked with advantage. The Schools Committee has called a further report from the Secretary, Schools Committee, as to the cost involved in re-organising the Press. It may be remarked that although 5 years have elapsed since the Press was closed nothing has been done to realise the vaue of the machinery or to put it to some use in the Municipal Printing Press and the Machinery may be getting further deteriorated with the lapse of time.

M.C.A. 3782/II 21-7-1943 & M.C.A. 677/II 12-4-1945 (12) Since the year 1938-39 the Municipal Chief Audtor has been insisting upon the Schools Committee to show the rents of the school buildings constructed at municipal cost in the expenditure of school fund (see annual reports from the year 1938-39 onwards) and accordingly the Schools Committee under their Resolution No. 1332 of 22-12-1941 directed the Superintendent of Accounts to show the rent of buildings on the expenditure side of the School Fund Budget.

The question of fixing the nominal rent of the school building was referred to by the Schools Committee to the Corporation but it being mixed up with some other question no orders were passed thereon (*vide* Corporation Resolution No. 1119 of 9-3-1942).

The Schools Committee have however, done nothing in the matter to bring the question before the Corporation again. The Municipal Chief Auditor has therefore, referred the matter to the Standing Committee who have called for the remarks of the Schools Committee (*vide* Standing Committee Resolution Nos. 82 of 18-4-1945 and 640 of 15-8-1945). It may be observed that so long as the Schools Committee do not show complete cost of rents in their accounts, the cost of expenditure per pupil shown by them in their annual reports to the Corporation from year to year is incorrect.

M.C.A. 3926/II 27-9-1943 (13) As mentioned in the last year's report, the Municipal Commissioner was requested to consider the feasibility of including all items of clothing required annually by the Schools Committee in the General contract in consultation with the Secretary, Schools Committee, with a view to bringing all annual purchases under proper control. As a result of audit reference, the Secretary, Schools Committee, has agreed to include all items of clothing (including the requirements for Boy Scouts) in the General Schedule and this year's orders for clothing are accordingly placed with the controller of Stores.

(14) As reported in the last Audit Report amusic teacher was paid conveyance allowance from 31-8-1943 to 30-9-1943. It was enquired of the Secretary, Schools Committee, whether during those days the teacher was asked to work in more than one school and whether proper record of his attendances at such schools duly certified by the Head Teacher was maintained. No reply is still received inspite of several reminders.

M.C.A. 4012/II — 12-11-1943

(15) No reply has yet been received from the Secretary, Schools Committee, inspite of a reminder in the case reported last year in connection with the benefit of the instalment promotion rule given to a lady teacher as a second year trained teacher when she was entitled to the benefit as a first year trained teacher only.

M.C.A. 4142/II — 27-1-1944

(16) *Irregularities in Budgeting.*

(*a*) Bills for conveyance allowances to 17 physical instructors at Rs. 10 each per month and to one Supervisor, Boys' Schools at Rs. 45 and to one Supervisor, Girls' Schools at Rs. 20 per month were being charged in the paybills and paid out of the establishment grant, without any provision in the budget for this purpose. The attention of the Secretary Schools Committee, being dawn to this irregularity in July 1944, an additional grant of Rs. 5,092 was provided in the revised budget estimates to regularise the matter.

M.C.A. 195/II — 5-7-1944

(*b*) Grades of physical instructors who were drawing salaries in the grade lower than Rs. 60-2-100 were revised to Rs. 60-2-100 under Schools Committee Resoltion No. 1525 dated 30th Msrch 1943. However, the provision in the Establishment Schedule of the School Fund Budget was found to have been made on the basis of the old grades *viz.*, 55-2-95 and Rs. 40-1-65 although the salaries were being paid from month to month in the revised grades. To an audit query the Secretary, Schools Committee, explained that the changes could not be effected in the budget schedule as the Accounts Section did not get the information till August 1943. This is simply surprising in view of the fact that printed proceedings of the minutes of the Schools Committee are available to the Departments from week to week.

M.C.A. 194/II — 5-7-1944

(c) For the provisions of Rs. 9,162 made in the budget in connection with the temporary establishment of teachers for 3 months, no details as to the number of teachers, their grades, pay and amounts, etc., were found therein.

M.C.A. 238/II — 3-8-1944

(17) The following audit references have remained undisposed off with the Schools Committee's Office inspite of several reminders:—

Case No. and Date.	Subject.
(1) M.C.A. 1431/II — 4-10-1940.	A redundent order placed with the Furniture Removing Contractor and payment of Rs. 4/- to him.
(2) M.C.A. 2394/II — 12-11-41.	A report called from the Secretary, Schools Committee, in connection with the missing articles alleged to have been stolen.

VII. Reports sent to the Standing Committee.

(1) As reported in the previousaudit reports reference had been made to the Standing Committee on the irregularities observed in the accounts of the Libraries which were till the year 1942-43 under the control of the Schools Committee. The Standing Committee called for a report of the Schools Committee (*vide* Standing Committee Resolution No. 1898 of 3-3-1943), which is not yet received.

M.C.A. 3460/II — 25-2-1943

(2) As reported in the previous audit reports, a reference was made to the Standing Committee on the irregularities in the maintenance of tabulation registers for the year 1940-41. The Standing Committee have called for a report from the Schools Committee (*vide* Standing Committee Resolution No. 655 of 29-8-1941). Although four years have since passed no report is yet made.

M.C.A. 2345/II — 18-10-1944

APPENDIX " C "

Statement of Pupils and Teachers in Municipal Schools 1944-45.

Side.	No. on Rolls.			Teachers required for			Total teachers engaged.	Teachers assigned for leave vacancies.	Teachers available.	Teachers to be appointed.	Total teachers available.	Excess. (12-7)	Deficit. (7-12)	Teachers on leave.	Remarks.
	Infants.	Other standards.	Total	Infants.	Other standards.	Total									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
As on 1st March 1944.															
Marathi Schools	25,272	39,238	64,510	396	981	1,377	1,754½	363	1,391½	...	1,391½	14½	...	97	
Gujarati Schools	5,895	9,353	15,248	98	234	332	439	109	330	...	330	...	2	31	
Urdu Schools	8,247	8,847	17,094	207	221	428	490	107	383	...	383	...	45	48	
Rest	1,994	2,716	4,710	33	68	101	165	71	94	...	94	...	7	1	
Total ...	41,408	60,154	1,01,562	734	1,504	2,238	2,848½	650	2,198½	...	2,198½	14½	54	177	
As on 1st April 1944.															
Marathi Schools	24,374	39,075	63,449	380½	977	1,357½	1,734	360	1,374	...	1,374	16½	...	45	
Gujarati Schools	5,706	9,280	14,986	95	232	327	440	109	331	...	331	4	...	34	
Urdu Schools	8,074	8,765	16,839	202	219	421	489	106	383	...	383	...	38	51	
Rest	2,040	2,817	4,857	34	71	105	162	72	90	...	90	...	15	3	
Total ...	40,194	59,937	1,00,131	711½	1,499	2,210½	2,825	647	2,178	...	2,178	20½	53	133	
As on 1st May 1944.															
Marathi Schools	24,759	33,166	57,925	387	829	1,216	1,725	111	1,614	...	1,614	398	...	55	
Gujarati Schools	5,663	8,242	13,905	94	206	300	439	29	410	...	410	110	...	16	
Urdu Schools	7,990	8,014	16,004	199	201	400	489	28	461	...	461	61	...	37	
Rest	2,048	2,734	4,782	34	68	102	161	10	151	...	151	49	...	3	
Total ...	40,460	52,156	92,616	714	1,304	2,018	2,814	178	2,636	...	2,636	618	...	111	
As on 1st June 1944.															
Marathi Schools	All the Municipal Schools were closed in the month of May 1944.														
Gujarati Schools															
Urdu Schools															
Rest															
Total ...															

Side.	No. on Rolls.			Teachers required for			Total teachers engaged.	Teachers assigned for leave vacancies.	Teachers available.	Teachers to be appointed.	Total teachers available.	Excess. (12-7)	Deficit. (7-12)	Teachers on leave.	Remarks.
	Infants.	Other standards.	Total.	Infants.	Other standards.	Total.									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
As on 1st July 1944.															
Marathi Schools	18,645	42,241	60,886	286½	1,056	1,342½	1,718½	137	1,581½	...	1,581½	239	...	85	
Gujarati Schools	4,681	10,128	14,809	78	253	331	433	20	413	...	413	82	...	24	
Urdu Schools	5,743	10,930	16,673	144	273	417	482	27	455	...	455	38	...	55	
Rest	1,243	3,715	4,958	21	93	114	159	10	149	...	149	35	...	14	
Total ...	30,312	67,014	97,326	529½	1,675	2,204½	2,792½	194	2,598½	...	2.598½	394	...	178	
As on 1st August 1944.															
Marathi Schools	19,705	43,147	62,852	303½	1,078	1,381½	1,716½	141	1,575½	...	1,575½	194	...	95	
Gujarati Schools	4,909	10,410	15,319	82	260	342	431	21	410	...	410	68	...	29	
Urdu Schools	6,249	10,887	17,136	157	272	429	482	31	451	...	451	22	...	68	
Rest	1,429	3,642	5,071	24	91	115	160	11	149	...	149	34		6	
Total ...	32,292	68,086	1,00,378	566½	1,701	2,267½	2,789½	204	2,585½	...	2,585½	318	...	198	
As on 1st September 1944.															
Marathi Schools	17,302	45,983	63,285	269½	1,149	1,418½	1,711½	161	1,550½	...	1,550½	132	...	97	
Gujarati Schools	5,021	10,574	15,595	88	265	353	430	22	408	...	408	55	...	30	
Urdu Schools	6,545	10,643	17,188	163	266	429	476	32	444	...	444	15	...	54	
Rest	1,545	3,636	5,181	25	91	116	161	11	150	...	150	34	...	5	
Total ...	30,413	70,836	1,01,249	545½	1,771	2,316½	2,778½	226	2,552½	...	2,552½	236	...	186	
As on 1st October 1944.															
Marathi Schools	13,331	44,543	57,874	333	1,113	1,446	1,606	167	1,439	...	1,439	...	7	...	
Gujarati Schools	5,054	10,656	15,710	126	266	392	428	25	403	...	403	11	...	24	
Urdu Schools	6,533	10,295	16,828	258	163	421	478	31	447	...	447	26	...	53	
Rest	1,580	3,613	5,193	39	90	129	160	12	148	...	148	19	...	5	
Total ...	26,498	69,107	95,605	756	1,632	2,388	2,672	235	2,437	...	2,437	56	7	82	

APPENDIX "C"

Statement of Pupils and Teachers in Municipal Schools 1944-1945.

Side.	No. on Rolls.			Teachers required for			Total teachers engaged.	Teachers assigned for leave vacancies.	Teachers available.	Teachers to be appointed.	Total teachers available.	Excess. (12-7)	Deficit. (7-12)	Teachers on leave.	Remarks.
	Infants.	Other standards.	Total.	Infants.	Other standards.	Total.									
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
As on 1st November 1944.															
Marathi Schools		(NOT	SUB-MIT	TED.)											
Gujarati Schools															
Urdu Schools															
Rest															
Total ...															
As on 1st December 1944.															
Marathi Schools	19,961	45,504	65,465	499	1,137	1,636	1,757	178	1,579	...	1,579	...	57	45	
Gujarati Schools	5,908	10,669	16,577	148	267	415	426	27	399	...	399	...	16	40	
Urdu Schools	6,938	10,008	16,946	174	250	424	475	31	444	...	444	20	...	59	
Rest	1,699	3,469	5,168	42	87	129	157	12	145	...	145	16	...	5	
Total ...	34,506	69,650	1,04,156	863	1,741	2,604	2,815	248	2,567	...	2,567	36	73	149	
As on 1st January 1945.															
Marathi Schools	29,596	45,893	75,489	740	1,147	1,887	1,756	193	1,563	...	1,563	...	324	98	
Gujarati Schools	7,341	10,745	18,086	184	268	452	424	31	393	...	393	...	59	34	
Urdu Schools	8,910	10,089	18,999	223	252	475	475	35	440	...	440	...	35	53	
Rest	2,302	3,478	5,780	58	87	145	157	12	145	...	145	...	...	7	
Total ...	48,149	70,205	1,18,354	1,205	1,754	2,959	2,812	271	2,541	...	2,541	...	418	192	
As on 1st February 1945.															
Marathi Schools	32,208	45,828	78,036	805	1,146	1,951	2,016	186	1,830	...	1,830	...	131	95	
Gujarati Schools	7,870	10,846	18,716	197	271	468	443	35	408	...	408	...	60	48	
Urdu Schools	9,208	9,912	19,120	230	248	478	471	32	439	...	439	...	39	57	
Rest	2,454	3,460	5,914	61	87	148	170	12	158	...	158	10	...	9	
Total ...	51,740	70,046	1,21,786	1,293	1,752	3,045	3,100	265	2,835	...	2,835	10	230	209	

S. DALLAS,
Ag. Secretary Schools Committee.

MUNICIPAL CHIEF AUDITOR'S REPORT.

No. M.C.A. 966/IV of 1945-46.

BOMBAY, *26th September 1945.*

FROM

R. C. MEHTA, Esquire, F.S.A.A., R.A.,

MUNICIPAL CHIEF AUDITOR,

BOMBAY.

To

THE MUNICIPAL SECRETARY,

BOMBAY.

RE.—OUTSTANDING BALANCES OF RATES AND TAXES ON 31ST MARCH 1945.

Sir,

In compliance with the Town Council Resolution No. 1455, dated the 6th October 1879 and with reference to Section 137 of the City of Bombay Municipal Act, I have the honour to submit my report on the examination of outstanding bills of Municipal rates and taxes, Additional General (Riot) Taxes, Urban Immovable Property Tax, Street Number Plates and Meter Hire, which were in the hands of the Ward Superintendents in the several Ward Offices and in the Office of the Assessor and Collector on the 31st March 1945. The details of the outstanding amounts from year to year pertaining to different Wards are given in the Statements 'A', 'B' and 'C' appended hereto. The outstandings on 31st March 1945 under different heads are summarised below:—

Particulars.	No. of bills.	Amount.	REMARKS.
		Rs. a. p.	
(*a*) Property taxes including Wheel Tax.	22,031	31,81,909 5 5	Exclusive of Urban Immoveable Property Tax amounting to Rs. 9,61,848-13-0.
(*b*) Meter Hire ...	344	10,280 12 0	
(*c*) Street Number Plates ...	18	26 4 0	
(*d*) Payment by Government in lieu of General Tax under Section 144 of the Municipal Act ...	...	3,13,090 7 0	
(*e*) Additional General Tax No. V.	139	6,090 6 0	
(*f*) Additional General Tax No. VI.	5	60 13 0	
(*g*) Additional General Tax No. VII.	26	97 6 0	
(*h*) Additional General Tax No. VIII.	3	28 9 0	
(*i*) Additional General Tax No. X.	212	20,078 2 0	
(*j*) Additional General Tax No. XI.	15	81 6 0	
(*k*) Additional General Tax No. XII.	61	1,173 2 0	
(*l*) Additional General Tax No. XIII.	5	294 13 0	
(*m*) Additional General Tax No. XIV.	7	2 0 0	
(*n*) Additional General Tax No. XV.	1	29 6 0	
(*o*) Urban Immoveable Property Tax ...	*	9,61,848 13 0	*The bills outstanding for Urban Immoveable Property Tax are included in the number of bills shown under Item (*a*) above.
Total ...		[illegible]	

(2). The outstanding balances under (*a*), (*b*), (*c*) and (*d*) above as compared with those of the previous year were as follows :—

No.	Particulars.	Outstanding on 31st March 1944.	Outstanding on 31st March 1945.
		Rs. a. p.	Rs. a. p.
1	(*a*) Payment by Government in lieu of General Tax under Section 144 of the Municipal Act ...	2,86,494 1 0	3,13,090 7 0
	(*b*) Government (Property Taxes) ...	87,908 10 0	1,70,182 12 0
2	Bombay Port Trust ...	27,443 10 0	825 1 0
3	Bombay Municipal Corporation (Improvements) ...	61,659 12 0	29,890 15 0
4	G. I. P. Railway ...	47,883 2 0	1,00,286 3 0
5	B. B. & C. I. Railway ...	90,052 2 0	1,29,838 1 0
6	Mills ...	1,68,957 10 0	53,343 11 0
7	Other ratepayers ...	20,64,961 8 3	26,97,542 10 5
	Total Rs. ...	28,35,360 7 3	34,94,999 12 5
8	Meter Hire ...	3,621 0 0	10,280 12 0
9	Street Number Plates ...	70 0 0	26 4 0
	Grand Total Rs. ...	28,39,051 7 3	35,05,306 12 5

1. (*a*) The sum of Rs. 3,13,090-7-0 represents amount payable by Government for the period from 1934-35 to 1944-45 in respect of Military and Police Hospitals.

(*b*) This amount is in respect of Water & Special Halalkhore charges for Government properties covered by the award.

2. The sum of Rs. 825-1-0 is in respect of the Special Halalkhore Tax and the Water Charges.

3. The taxes amounting to Rs. 29,890-15-0 are due by the Bombay Municipal Corporation (Improvements) and are required to be adjusted against grants.

4. Out of the amount of Rs. 1,00,286-3-0 a sum of Rs. 37,601-4-0 has been received leaving a balance of Rs. 62,684-15-0 as outstanding. From this outstanding, one bill amounting to Rs. 16,555 is under dispute.

5. Out of the sum of Rs. 1,29,838-1-0, an amount of Rs. 10,669-15-0 has been collected leaving a balance of Rs. 1,19,168-2-0 as outstanding. However, from this outstanding of Rs. 1,19,168-2-0, bills amounting to Rs. 4,352-4-0 for water charges are under dispute.

6. Out of the outstandings of Rs. 53,343-11-0, Rs. 14,772-5-0 have been collected and Rs. 12,402-2-0, received on account and held in deposit, are to be adjusted after the disposal of complaints.

7. The outstandings of Rs. 26,97,542-10-5 from the general rate-payers consist of Rs. 1,53,000-0-0 involved in suits filed and to be filed, Rs. 22,300-0-0 due from the Court Receiver and the Official Assignee, Rs. 3,84,000-0-0 disputed by the Royal Western India Turf Club in respect of Race Course and Rs. 10,71,000 for amended bills issued in March 1945 and the balance of Rs. 10,67,242-10-5 in respect of other bills.

(3) Number of bills and amounts outstanding on account of Property and Wheel Taxes from year to year were as under :—

Year.	No. of Bills.	Outstanding on 31st March 1944.	No. of Bills.	Outstanding on 31st March 1945.
		Rs. a. p.		Rs. a. p.
1926-27	2	1,520 10 0	...	...
1927-28	.	2,273 2 0	...	...
1928-29	...	...	...	...
1929-30	...	...	...	...
1930-31	4	392 10 0	4	392 10 0
1931-32	4	462 10 0	4	462 10 0
1932-33	16	1,940 8 0	9	1,346 15 0
1933-34	24	2,613 13 0	16	1,559 1 0
1934-35	33	3,568 12 0	23	2,147 10 0
1935-36	44	5,389 4 0	31	3,488 10 0
1936-37	58	4,717 12 0	32	2,203 15 0
1937-38	83	6,597 15 0	48	4,134 3 0
1938-39	126	11,577 4 0	70	5,684 12 0
1939-40	219	19,318 13 0	111	12,637 9 0
1940-41	334	29,664 3 0	162	19,005 15 0
1941-42	498	43,922 13 0	238	25,261 5 0
1942-43	4,231	2,58,629 5 6	1,750	1,22,327 11 0
1943-44	16,143	21,56,276 15 9	3,713	2,98,284 4 5
1944-45	...	...	15,820	26,82,972 3 0
Total ...	21,821	25,48,866 6 3	22,031	31,81,909 5 5
Add—Payment by Government in lieu of General Tax		2,86,494 1 0		3,13,090 7 0
Grand Total ...		28,35,360 7 3		34,94,999 12 5

The percentage of all the outstandings in respect of Property Taxes and Wheel Tax to the total demand was 9.40 as against 7.93 for the previous year showing an increase of 1.47.

(4) A statement of the transaction for the year is as follows :—

	Rs.	a.	p.
Property and Wheel Tax:—			
Balance on 1st April 1944	28,35,360	7	3
Add—			
Demand during the year	3,43,27,683	6	6
	3,71,63,043	13	9
Less—			
Recoveries during the year	3,36,68,044	1	4
Balance on 31st March 1945—exclusive of amount of bills for meter hire and street number plates	34,94,999	12	5

(5) The amounts of drawbacks and refunds allowed during the year under report were Rs. 6,255-13-0 and Rs. 1,05,856-0-0 respectively, as against Rs. 1,67,928-10-0 and Rs. 4,00,422-6-0 during the previous year. The total amount written off during the year with the sanction of the Standing Committee under Section 216 of the Municipal Act was Rs. 6,207-1-6.

(6) The total number of bills for property taxes, wheel tax, additional general tax, meter hire and street number plates for examination on 31st March 1945 was 22,867. Some of these bills were not produced for examination as they were stated by the Assessment Department to have been either in respect of dishonoured cheques, or filed in suits pending in Courts or sent to Government for payment.

I have the honour to be,
Sir,
Your most obedient servant,

R. C. MEHTA,
Municipal Chief Auditor.

MUNICIPAL OFFICES,
BOMBAY, 26th September 1945.

STATEMENT A

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of bills.	DETAILS OF DEMAND									METER HIRE	
			General Tax.	WATER TAX			HALALKHORE TAX		Total of Municipal taxes.	Urban Immoveable Property Tax.	Grand Total.		
				On Value.	By meter measurement.	Compounded tax.	On Value.	At a special rate.				No. of Bills.	Amount.
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1930-31	B ...	2	139 14 0	68 8 0	...	...	54 12 0	...	263 2 0	...	263 2 0	...	...
Do.	C ...	2	81 10 0	26 10 0	...	...	21 4 0	...	129 8 0	...	129 8 0	...	...
	Total ...	4	221 8 0	95 2 0	...	...	76 0 0	...	392 10 0	...	392 10 0	...	...
1931-32	B ...	2	209 14 0	68 8 0	...	...	54 12 0	...	333 2 0	...	333 2 0	...	...
Do.	C ...	2	81 10 0	26 10 0	...	...	21 4 0	...	129 8 0	...	129 8 0	...	...
	Total ...	4	291 8 0	95 2 0	...	...	76 0 0	...	462 10 0	...	462 10 0	...	...
1932-33	A ...	1	8 15 0	2 15 0	...	...	2 5 0	...	14 3 0	...	14 3 0	...	...
Do	B ...	4	389 14 0	127 4 0	...	...	101 12 0	...	618 14 0	...	618 14 0	...	...
Do.	C ...	2	81 10 0	26 10 0	...	...	21 4 0	...	129 8 0	...	129 8 0	...	...
Do.	E ...	2	463 8 0	...	...	...	120 14 0	...	584 6 0	...	584 6 0	...	...
	Total ...	9	943 15 0	156 13 0	...	...	246 3 0	...	1,346 15 0	...	1,346 15 0	...	...

STATEMENT A—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year	Ward.	No. of bills.	DETAILS OF DEMAND									METER HIRE	
			General	WATER TAX			HALALKHORE TAX		Total of Municipal taxes.	Urban Immoveable Property Tax.	Grand Total.		
			Tax.	On Value.	By meter measurement.	Compounded tax.	On Value.	At a special rate.				No. of bills.	Amount
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1933-34	A ...	4	32 4 0	10 10 0	...	...	8 6 0	...	51 4 0	...	51 4 0	...	...
Do.	B ...	4	389 14 0	127 4 0	...	...	101 12 0	...	618 14 0	...	618 14 0	...	...
Do.	C ...	5	173 11 0	56 11 0	...	...	45 4 0	...	275 10 0	...	275 10 0	...	...
Do.	E ...	2	463 8 0	0 2 0	...	...	120 14 0	...	584 8 0	...	584 8 0	...	...
Do.	F ...	1	21 0 0	...	...	...	7 13 0	...	28 13 0	...	28 13 0	...	...
	Total ...	16	1,080 5 0	194 11 0	...	...	284 1 0	...	1,559 1 0	...	1,559 1 0	...	...
1934-35	A ...	4	35 0 0	10 10 0	...	...	8 6 0	...	54 0 0	...	54 0 0	...	...
Do.	B ...	4	423 12 0	127 4 0	...	...	101 12 0	...	652 12 0	...	652 12 0	...	...
Do.	C ...	6	238 2 0	71 8 0	...	...	57 2 0	...	366 12 0	...	366 12 0	...	...
Do.	D ...	2	109 6 0	...	...	...	26 4 0	...	135 10 0	...	135 10 0	...	...
Do.	E ...	2	503 12 0	151 2 0	...	...	120 14 0	...	775 12 0	...	775 12 0	...	...
Do.	F ...	4	61 14 0	...	...	...	19 8 0	...	81 6 0	...	81 6 0	...	...
Do.	G ...	1	55 5 0	16 10 0	...	...	9 7 0	...	81 6 0	...	81 6 0	...	...
	Total...	23	1,427 3 0	377 2 0	...	...	343 5 0	...	2,147 10 0	...	2,147 10 0	...	...

STATEMENT A—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of bills.	DETAILS OF DEMAND									Meter Hire	
			General Tax.	Water Tax			Halalkhore Tax		Total of Municipal taxes.	Urban Immoveable Property Tax.	Grand Total.	No. of Bills.	Amount.
				On Value.	By meter measurement.	Compounded tax.	On Value.	At a special rate.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1935-36	A ...	6	188 12 0	10 10 0	...	...	45 4 0	...	244 10 0	...	244 10 0	...	...
Do.	B ...	4	175 1 0	47 12 0	...	...	38 1 0	...	260 14 0	...	260 14 0	...	...
Do.	C ...	8	1,655 3 0	496 11 0	...	...	397 4 0	...	2,549 2 0	...	2,549 2 0	...	...
Do.	D ...	2	109 6 0	...	...	...	26 4 0	...	135 10 0	...	135 10 0	...	...
Do.	E ...	2	45 0 0	13 8 0	...	...	10 12 0	...	69 4 0	...	69 4 0	...	...
Do.	F ...	5	74 11 0	...	...	...	22 9 0	...	97 4 0	...	97 4 0	...	...
Do.	G ...	4	85 10 0	25 12 0	...	...	20 8 0	...	131 14 0	...	131 14 0	...	...
	Total ...	31	2,333 11 0	594 5 0	...	...	560 10 0	...	3,488 10 0	...	3,488 10 0	...	...
1936-37	A ...	6	173 12 0	10 10 0	...	...	45 4 0	...	229 10 0	...	229 10 0	...	...
Do.	B ...	4	115 8 0	31 6 0	...	...	25 0 0	...	171 14 0	...	171 14 0	...	...
Do.	C ...	8	875 4 0	235 12 0	...	...	261 12 0	...	1,372 12 0	...	1,372 12 0	...	...
Do.	D ...	2	100 10 0	...	...	...	26 4 0	...	126 14 0	...	126 14 0	...	...
Do.	E ...	2	41 6 0	13 8 0	...	...	10 12 0	...	65 10 0	...	65 10 0	...	...
Do.	F ...	6	85 5 0	...	...	...	26 14 0	...	112 3 0	...	112 3 0	...	...
Do.	G ...	4	78 12 0	25 12 0	...	...	20 8 0	...	125 0 0	...	125 0 0	...	...
	Total ...	32	1,470 9 0	317 0 0	...	...	416 6 0	...	2,203 15 0	...	2,203 15 0	...	...

STATEMENT A—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of bills.	DETAILS OF DEMAND									Meter Hire	
			General Tax.	Water Tax			Halalkhore Tax		Total of Municipal taxes.	Urban Immoveable Property Tax.	Grand Total.	No. of Bills.	Amount.
				On Value.	By meter measurement.	Compounded tax.	On Value.	At a special rate.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1937-38	A ...	8	301 8 0	98 6 0	...	...	78 10 0	...	478 8 0	...	478 8 0	...	...
Do.	T ...	4	...	...	1,366 2 0	...	...	...	1,366 2 0	...	1,366 2 0	...	...
Do.	B ...	6	409 6 0	127 2 0	...	...	101 12 0	...	638 4 0	...	638 4 0	...	...
Do.	C ...	11	866 3 0	20 6 0	...	...	226 4 0	...	1,112 13 0	...	1,112 13 0	...	...
Do.	D ...	2	100 10 0	...	...	...	26 4 0	...	126 14 0	...	126 14 0	...	...
Do.	E ...	4	85 10 0	13 8 0	...	...	22 4 0	...	121 6 0	...	121 6 0	...	...
Do.	F ...	7	96 13 0	12 12 0	...	...	37 7 0	...	147 0 0	...	147 0 0	...	...
Do.	G ...	6	90 4 0	29 8 0	...	...	23 8 0	...	143 4 0	...	143 4 0	...	...
	Total ...	48	1,950 6 0	301 10 0	1,366 2 0	...	516 1 0	...	4,134 3 0	...	4,134 3 0	...	...
1938-39	A ...	3	282 9 0	92 2 0	...	...	73 12 0	...	448 7 0	...	448 7 0	...	...
Do.	T ...	5	...	...	104 1 0	...	...	...	104 1 0	...	104 1 0	...	...
Do.	B ...	10	701 9 0	157 0 0	...	...	192 11 0	...	1,051 4 0	...	1,051 4 0	...	...
Do.	C ...	17	983 12 0	28 2 0	...	...	263 14 0	...	1,275 12 0	...	1,275 12 0	...	...
Do.	D ...	5	558 0 0	123 10 0	...	...	145 10 0	...	827 4 0	...	827 4 0	...	...
Do.	E ...	7	345 5 0	21 4 0	...	...	89 15 0	...	456 8 0	...	456 8 0	...	...
Do.	F ...	12	650 12 0	110 1 0	...	...	197 7 0	...	958 4 0	...	958 4 0	...	...
Do.	G ...	8	376 1 0	64 7 0	...	...	91 1 0	...	531 9 0	...	531 9 0	...	...
	Total ...	67	3,898 0 0	596 10 0	104 1 0	...	1,054 6 0	...	5,653 1 0	...	5,653 1 0	...	...

STATEMENT A—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of Bills.	DETAILS OF DEMAND.									METER HIRE.	
			General Tax.	WATER TAX.			HALALKHORE TAX.		Total of Municipal Taxes.	Urban Immoveable Property Tax.	Grand Total.	No. of Bills.	Amount.
				On Value.	By Meter Measurement.	Compounded Tax.	On Value.	At a Special Rate.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1939-40	A ...	2	234 10 0	76 8 0	...	...	61 4 0	...	372 6 0	204 0 0	576 6 0	...	...
Do.	G. P. R. ...	2	...	...	...	...	...	16 8 0	16 8 0	...	16 8 0	...	...
Do.	B ...	27	2,341 15 0	200 5 0	...	...	643 13 0	...	3,186 1 0	1,616 7 0	4,802 8 0	...	...
Do.	C ...	21	1,093 11 0	28 2 0	...	...	415 11 0	...	1,537 8 0	1,917 0 0	3,454 8 0	...	...
Do.	D ...	12	2,041 13 0	368 7 0	...	...	713 4 0	...	3,123 8 0	2,124 4 0	5,247 12 0	...	...
Do.	E ...	11	1,195 12 0	19 5 0	...	...	311 12 0	...	1,526 13 0	902 7 0	2,429 4 0	...	...
Do.	F ...	19	1,380 15 0	89 15 0	...	...	386 2 0	...	1,857 0 0	974 2 0	2,831 2 0	...	...
Do.	G ...	13	707 4 0	44 13 0	...	...	199 1 0	...	951 2 0	568 0 0	1,519 2 0	...	...
	Total ...	107	8,996 0 0	827 7 0	...	...	2,730 15 0	16 8 0	12,570 14 0	8,306 4 0	20,877 2 0	...	...
1940-41	A ...	4	164 8 0	53 11 0	...	...	42 15 0	...	261 2 0	127 8 0	388 10 0	...	...
Do.	G. P. R. ...	2	...	...	...	...	...	16 8 0	16 8 0	...	16 8 0	...	...
Do.	B ...	31	2,698 3 0	127 2 0	...	...	709 4 0	...	3,534 9 0	1,843 6 0	5,377 15 0	...	...
Do.	C ...	29	3,705 4 0	364 14 0	22 7 0	...	990 0 0	...	5,082 9 0	3,034 8 0	8,117 1 0	...	...
Do.	D ...	16	2,705 8 0	22 12 0	556 9 0	...	724 5 0	...	4,009 2 0	2,134 4 0	6,143 6 0	...	...
Do.	E ...	18	2,070 8 0	...	...	...	574 15 0	...	2,645 7 0	1,532 15 0	4,178 6 0	...	...
Do.	F ...	22	1,535 14 0	117 10 0	...	...	426 8 0	...	2,080 0 0	1,041 8 0	3,121 8 0	...	...
Do.	G ...	22	544 12 0	121 2 0	...	...	217 12 0	...	883 10 0	619 10 0	1,503 4 0	...	...
	Total ...	144	13,424 9 0	807 3 0	579 0 0	...	3,685 11 0	16 8 0	18,512 15 0	10,333 11 0	28.846 10 0	...	...

STATEMENT A—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of Bills.	DETAILS OF DEMAND.									METER HIRE.	
			General Tax.	WATER TAX.			HALALKHORE TAX.		Total of Municipal Taxes.	Urban Immoveable Property Tax.	Grand Total.	No. of Bills.	Amount.
				On Value.	By Meter Measurement.	Compounded Tax.	On Value.	At a Special Rate.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p	Rs. a. p	Rs. a. p	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p	Rs. a. p	Rs. a. p.		Rs. a. p.
1941-42	A ...	3	21 7 0	7 1 0	...	...	5 9 0	...	34 1 0	...	34 1 0	...	...
Do.	G. P. R. ...	5	35 1 0	...	...	...	9 2 0	37 12 0	81 15 0	...	81 15 0	...	...
Do.	T ...	3	153 14 0	50 4 0	...	...	40 1 0	...	244 3 0	81 7 0	325 10 0	...	...
Do.	B ...	38	4,568 14 0	281 4 0	...	...	1,211 0 0	...	6,061 2 0	2,718 12 0	8,779 14 0	...	...
Do.	C ...	28	4,876 5 0	449 7 0	...	...	1,319 4 0	...	6,645 0 0	3,132 1 0	9,777 1 0	...	...
Do.	D ...	14	2,648 0 0	...	...	...	686 4 0	...	3,334 4 0	1,662 4 0	4,996 8 0	...	...
Do.	E ...	29	2,512 13 0	285 0 0	...	...	742 10 0	...	3,540 7 0	1,398 11 0	4,939 2 0	...	...
Do.	F ...	24	1,561 6 0	153 7 0	...	...	437 14 0	...	2,152 11 0	833 2 0	2,985 13 0	...	...
Do.	G ...	29	831 13 0	134 7 0	...	...	309 11 0	...	1,275 15 0	621 4 0	1,897 3 0	...	...
	Total ...	173	17,209 9 0	1,360 14 0	...	...	4,761 7 0	37 12 0	23,369 10 0	10,447 9 0	33,817 3 0	...	...
1942-43	A ...	17	2,452 13 0	134 10 0	...	...	417 3 0	...	3,004 10 0	1,661 3 0	4,665 13 0	...	...
Do.	G. P. R. ...	13	1,823 13 0	...	5,024 2 0	...	475 13 0	4,258 10 0	11,582 6 0	...	11,582 6 0	...	...
Do.	T ...	33	653 0 0	213 4 0	925 8 0	...	166 2 0	...	1,957 14 0	169 10 0	2,127 8 0	...	...
Do.	B ...	49	11,337 14 0	488 1 0	...	...	2,993 9 0	...	14,819 8 0	3,066 14 0	17,886 6 0	...	...
Do.	C ...	36	5,534 2 0	1,005 14 0	...	...	1,555 7 0	...	8,095 7 0	3,283 3 0	11,378 10 0	...	...
Do.	D ...	97	9,523 9 0	5,362 15 0	...	13 7 0	5,522 3 0	...	20,422 2 0	6,159 2 0	26,581 4 0	...	...
Do.	E ...	44	3,210 7 0	302 14 0	...	10 6 0	857 8 0	...	4,381 3 0	1,593 1 0	5,974 4 0	...	...
Do.	F ...	48	1,572 7 0	1,861 7 0	185 15 0	...	449 14 0	...	4,069 11 0	808 12 0	4,878 7 0	...	...
Do.	G ...	59	10,826 14 0	2,712 14 0	1,339 12 0	...	2,897 3 0	...	17,776 11 0	6,947 2 0	24,723 13 0	...	...
	Total ...	396	46,934 15 0	12,081 15 0	7,475 5 0	23 13 0	15,334 14 0	4,258 10 0	86,109 8 0	23,688 15 0	1,09,798 7 0	...	...

STATEMENT A.—*Continued.*

Bills on account of Property Taxes, Urban Immoveable Property Tax and Meter Hire outstanding on 31st March 1945.

Year.	Ward.	No. of bills.	DETAILS OF DEMAND									METER HIRE.	
			General Tax.	WATER TAX.			HALALKHORE TAX.		Total of Municipal taxes.	Urban Immoveable Property Tax.	Grand Total	No. of bills.	Amount.
				On Value.	By meter measurement.	Compounded tax.	On Value.	At a special rate.					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
			Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.	Rs. a. p.		Rs. a. p.
1943-44	A ...	187	16,486 8 0	5,488 13 0	5,393 10 0	62 10 0	3,640 11 0	...	31,072 4 0	24,219 11 0	55,291 15 0	...	...
Do.	G.P.R. ...	54	2,942 7 0	1 14 0	8,023 3 0	...	769 2 0	5,248 1 0	16,984 11 0	...	16,984 11 0	...	...
Do.	T. ...	36	1,742 8 0	525 5 0	492 15 0	...	454 12 0	...	3,215 8 0	875 15 0	4,091 7 0	...	...
Do.	B ...	114	22,021 5 5	2,981 2 0	1,451 14 0	22 2 0	5,899 14 0	...	32,376 5 5	9,554 14 6	41,931 3 5	...	...
Do.	C ...	72	11,138 4 0	2,673 2 0	91 15 0	207 6 0	3,565 10 0	...	17,676 5 0	6,874 10 0	24,550 15 0	...	...
Do.	D ...	199	21,124 13 0	13,464 4 0	267 0 0	26 14 0	11,456 7 0	...	46,339 6 0	17,907 11 0	64,247 1 0	...	...
Do.	E ...	86	6,637 0 0	4,862 13 0	440 12 0	10 6 0	1,758 4 0	...	13,709 3 0	5,420 10 0	19,129 13 0	...	...
Do.	F ...	98	13,721 1 0	6,247 10 0	355 13 0	...	3,555 4 0	...	23,879 12 0	14,182 5 0	38,062 1 0	...	...
Do.	G ...	190	28,672 8 0	6,881 3 0	745 5 0	2 0 0	8,105 12 0	...	44,406 12 0	24,926 10 0	69,333 6 0	...	...
Total ...		1,036	1,24,486 6 5	43,126 2 0	17,262 7 0	331 6 0	39,205 12 0	5,248 1 0	2,29,660 2 5	1,03,962 6 0	3,33,622 8 5	...	...
1944-45	A ...	1213	1,83,707 3 6	42,453 4 0	1,37,884 0 0	681 11 0	52,043 0 0	...	4,16,769 2 6	1,41,882 1 0	5,58,651 3 6	44	1,715 0 0
Do.	G.P.R. ...	599	7,985 12 0	2,028 9 0	3,59,173 1 0	...	2,084 14 0	17,551 2 0	3,88,823 6 0	1,195 12 0	3,90,019 2 0	214	6,819 4 0
Do.	T ...	201	13,956 10 0	4,510 4 0	454 3 0	2 0 0	3,651 6 0	...	22,574 7 0	6,966 3 0	29,540 10 0	10	175 8 0
Do.	B ...	1299	1,73,736 5 0	44,001 2 0	15,997 3 0	337 7 0	40,862 5 0	...	2,74,934 6 0	92,550 3 0	3,67,484 9 0	12	183 8 0
Do.	C ...	698	98,766 5 0	29,402 5 0	3,430 15 0	1,239 0 0	26,765 1 0	...	1,59,603 10 0	57,202 8 0	2,16,806 2 0	8	122 12 0
Do.	D ...	796	1,30,289 9 0	40,823 4 0	14,749 3 0	188 6 0	37,778 6 0	...	2,23,828 12 0	83,636 13 0	3,07,465 9 0	21	570 0 0
Do.	E ...	689	1,00,491 10 0	23,979 9 0	10,098 13 0	20 12 0	27,837 11 0	...	1,62,428 7 0	58,181 2 0	2,20,609 9 0	18	384 0 0
Do.	F ...	790	1,23,833 12 0	41,487 5 0	13,997 14 0	13 5 0	28,739 7 0	...	2,08,071 11 0	1,00,807 8 0	3,08,879 3 0	7	171 0 0
Do.	G ...	1630	4,36,488 6 0	33,474 6 0	39,878 11 0	90 15 0	1,13,924 3 6	339 12 0	6,24,196 5 6	2,62,687 14 0	8,86,884 3 6	10	139 12 0
	Total ...	7,915	12,69,255 8 6	2,62,160 0 0	5,95,663 15 0	2,573 8 0	3,33,686 5 6	17,890 14 0	24,81,230 3 0	8,05,110 0 0	32,86,340 3 0	344	10,280 12 0
	Grand Total	10,005	14,93,924 0 11	3,23,092 0 0	6,22,450 14 0	2,928 11 0	4,02,978 0 6	27,468 5 0	28,72,841 15 5	9,61,848 13 0	38,34,690 12 5	344	10,280 12 0

	12,026	Tax on Vehicles and Animals ...	3,09,067 6 0
	344	Meter hire bills ...	10,280 12 0
	18	Street No. Plates ...	26 4 0
	474	Additional General Tax ...	27,935 15 0
		Amount due from Government in lieu of the General Tax under Section 144 of the Municipal Act for the year 1934-35 to 1944-45 ...	3,13,090 7 0
		Urban Immoveable Property Tax. ...	9,61,848 13 0
Total ...	22,867		44,95,091 8 5

STATEMENT B.

Wheel Tax Bills Outstanding on 31st March 1945.

Ward.	1938-39		1939-40		1940-41		1941-42		1942-43		1943-44		1944-45	
	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.
		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.
A	...	...	...	...	4	110 0 0	35	1,048 5 0	323	7,691 3 0	923	24,154 4 0	3,162	79,479 6 0
B	...	...	...	...	2	65 0 0	4	81 11 0	207	6,202 12 0	350	9,661 5 0	1,048	29,541 14 0
C	...	...	...	...	9	265 0 0	6	235 0 0	93	2,610 11 0	129	3,129 11 0	337	8,433 11 0
D	...	...	...	...	1	25 0 0	8	143 11 0	269	6,393 13 0	482	11,363 11 0	1,303	32,522 1 0
E	...	...	...	...	1	8 0 0	5	170 0 0	273	7,997 12 0	447	11,679 5 0	1,064	27,682 4 0
F	...	...	...	...	...	...	4	155 0 0	142	4,190 11 0	251	6,515 4 0	717	18,165 1 0
G	3	31 11 0	4	66 11 0	1	20 0 0	3	58 0 0	47	1,131 5 0	95	2,120 10 0	274	5,917 11 0
Total ...	3	31 11 0	4	66 11 0	18	493 0 0	65	1,891 11 0	1,354	36,218 3 0	2,677	68,624 2 0	7,905	2,01,742 0 0

STATEMENT C.

Bills on account of Riot Taxes and Street number plates outstanding on 31st March 1945.

Ward.	A.G.T. V.		A.G.T. VI.		A.G.T. VII.		A.G.T. VIII.		A.G.T. X.		A.G.T. XI.		A.G.T. XII.		A.G.T. XIII.		A.G.T. XIV.		A.G.T. XV.		Street No. Plate.	
	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.	No. of Bills.	Amount.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.		Rs. a. p.
A ...	...	...	...	...		...	...	...	2	229 5 0	1	4 10 0	...	...	...	...	1	0 12 0	...	...	1	1 4 0
G.P.R....	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...
Trust ...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	...	4	6 0 0
B ...	40	2,007 0 0	5	60 13 0	26	97 6 0	3	28 9 0	45	1,802 14 0	...	...	12	334 8 0	1	155 6 0	...	...	...	...	...	...
C ...	11	725 10 0	...	...	...	...	...	...	27	5,389 2 0	14	76 12 0	5	23 11 0	3	134 7 0	1	0 4 0	...	...	1	1 8 0
D ...	30	2,853 14 0	...	...	...	...	...	...	35	9,926 0 0	...	...	4	88 15 0	...	...	...	...	1	29 6 0	8	10 0 0
E ...	35	122 6 0	...	...	...	...	...	...	63	1,154 0 0	...	...	6	82 8 0	1	5 0 0	...	...	...	...	4	7 8 0
F ...	13	195 14 0	...	...	...	...	...	...	12	662 8 0	...	...	9	103 12 0	...	...	5	1 0 0	...	...	...	...
G ...	10	185 10 0	...	...	...	...	...	...	28	914 5 0	...	...	25	539 12 0	...	...	...	...	...	...	...	...
Total ...	139	6,090 6 0	5	60 13 0	26	97 6 0	3	28 9 0	212	20,078 2 0	15	81 6 0	61	1,173 2 0	5	294 13 0	7	2 0 0	1	29 6 0	18	26 4 0